

## VISUAL ARTS CLUB EXHIBIT POLICIES 2009

1. In exchange for the Visual Arts Club (VAC) and its agents hanging and displaying a member's art work, the VAC, its officers and the entities where art work is displayed are held harmless and are not liable for any loss, damages, injuries to others or theft of art work in any or all of the exhibitions sponsored by the VAC.
2. The VAC's policy is to deduct taxes and a 10% commission, from the sales of a member's work, and then a check will be given to the artist.
3. Only original art work is accepted for hanging in the Visual Arts Club venues. No computer generated art or reproductions such as giclées or open edition prints are permitted. The following mediums are permitted: Drawing and painting mediums to include pen, graphite, pencils & charcoal, conte crayons, pastels, oils, watercolor, mixed media, collage, acrylic, or encaustics. Prints are limited to fine art prints with limited editions, monotypes, monoprints, silk screens, etchings. Only one fine art print permitted per display venue.
4. All art work submitted for hanging in an exhibit must be properly framed, or have finished painted edges. All art must be securely wired across the back of the piece. Art which does not meet these requirements will not be hung.
5. Artists submitting work for exhibit must sign the registration sheet in the Permanent Exhibitions Book with the artist's name, title of the work, medium and price. Works not for sale must be noted NFS. Each work must be identified permanently on the back of the work. Art which does not meet these requirements will not be hung.
6. Artists are expected to leave their work for the duration of the show. Artists may not remove their work from the exhibit space. It is the sole responsibility of the Exhibit Committee Chair to remove art work from the exhibit. If an artist cannot be at the studio on change-out days, he/she must arrange for someone to pick up art work from the studio or from the exhibit. The removal of art must be arranged prior to the change-out day and with the approval of the Committee Chair.
7. When art is sold, the VAC Treasurer and the Exhibit Committee Chair must be notified of the sale. The check for the art must be made out to the VAC and given to the Treasurer. Following this transaction, the art work will be given to the buyer. If it is during a show such as Meet the Artist, Open House, or the Competition/Exhibition the art work will stay for the duration of the show. A sold sign will be placed on the work until the show comes down. The only exception to this rule (with the permission of the artist) will be for out of town buyers, or patrons who insists on taking the work immediately, then he/she may take it at the end of the day. The artist whose work was sold will be given first opportunity to replace the sold work with a new piece. The sign-up sheet for that exhibit must be updated to record both the sale and the replacement work. All exhibit lists will be kept in the Permanent Exhibitions Record Book.
8. There is no time frame for how long ago the work was completed. Work may be rotated to different locations for exhibits but not repeated in the same location within one year. The Exhibit

Committee Chair makes final decisions regarding displayed art works. The only exceptions to repeated hanging of the art work within the same year will be for the Judged Exhibition/Competition and Featured Artist.

9. Artists who exhibit in any VAC exhibit **must** volunteer for studio monitor duty during the time when their work is exhibited. **Exceptions will be made for medical reasons.**

10. The studio will be closed during hangings. Members should be aware that on a few occasions, the hanging may take place on an open studio day.

11. Work hung will be limited to 3 pieces of art work per artist at the studio/bistro with the exception of the Featured Artist of the month and the Bistro one person shows. Due to limited space, art work is limited to one piece per artist at Café on the Green. The committee may choose to hang less than the 3 pieces due to limited wall space at any venue. If that happens, you will be notified to pick up your work. Artists will find their unclaimed art in the studio.

12. There will be no individual tables set up to sell personal work at shows unless approved by the Board of Directors before the show.

Board of Directors, 2009