**Pasco County Library System**

**Art Gallery Exhibit Application**

Artist Name and/or Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Desired Name of Exhibit, if any: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many pieces would you like to show? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your preferred gallery? Rate from 1 (most preferred) to 4 (least preferred):

\_\_\_Hudson Regional Library in Hudson

* + One wall, two sections 7’W x 8’H each
  + Three pedestals 42”H and one pedestal 20”H

\_\_\_New River Library in Wesley Chapel

* + Two walls 5’W x by 7’H each, and one wall 6’W x 7’H
  + Two pedestals 42”H

\_\_\_South Holiday Library in South Holiday

* + One wall 7’W x 8’H

\_\_\_Starkey Ranch Theatre Library Cultural Center in Odessa

* + Two walls 6’W x 8’H each

The Library Art Gallery Committee will ultimately approve or decline the application and determine the exhibit location. Exhibit spaces, fixtures, and sizes vary by library branch. All exhibits will be confined to the designated space and must not exceed the area’s capacity. Wall hangings may be approved only at locations with equipment designed for this purpose. Freestanding sculptural pieces may be approved at locations with equipment designed for this purpose.

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**Art Gallery Exhibit Application: Checklist**

Submit the following to arts@pascolibraries.org:

1. This completed application.
2. Artist statement and questions:
   * Artist Statement (150 words)
   * What is your favorite piece in the show and why? (up to 150 words)
3. Using the form on the next page, fill in the information requested for each artwork to be exhibited, and submit the list along with a clear, browser-ready photo of each artwork.   
   The form asks for:
   * Title
   * Name of artist
   * Date
   * Medium
   * Dimensions
   * Sale price if any

**Make as many copies of Page 3 as needed. Up to ten works can be listed on each page.**

|  |  |
| --- | --- |
| Title:  Name of artist:  Date created:  Medium:  Dimensions:  Sale price if any: | Title:  Name of artist:  Date created:  Medium:  Dimensions:  Sale price if any: |
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**Art Gallery Exhibit Application: Procedure**

The Library Gallery Committee will review and either approve or deny this application. If approved:

1. Exhibit dates, including setup and takedown dates, will be determined by PCLS in consultation with the artist. Exhibits may be scheduled up to six months ahead of the exhibition date. Exhibits will be scheduled for two months at a time.
2. The exhibitor is responsible for the installation and dismantling of the exhibit. PCLS staff will not assist in handling artwork or other exhibit materials other than equipment or supplies owned by PCLS. All wall-hanging artwork must be wired and ready at time of installation.
3. The exhibitor will provide the following information for each piece of artwork: title, artist name, date created, medium, dimensions, and price if applicable. PCLS staff may assist with labeling to ensure consistency in Library Galleries.
4. The exhibitor will provide an inventory list of titles and prices if applicable.
5. The exhibitor will provide an artist’s statement of approximately 150 words if applicable, and additional information if requested, to be used for promoting the exhibit.
6. The exhibitor may sell the exhibited artwork, in compliance with the Exhibit Area Policy, but all artwork will remain on display for the duration of the exhibit. PCLS will not be involved in any manner with said transactions. Funds may not be exchanged on library property.
7. On the last day of the exhibit, the exhibitor is responsible for removing all art from the library before closing.

QUESTIONS?

For more information, please contact the Coordinators of Art Galleries, Alesha Hassard for New River, Hudson, and South Holiday at 727-602-9977 or Jayde Archbold for Starkey Ranch TLC at 727-815-7126.