

Artist Application Packet for

San Dimas Festival of Arts

2nd Story Gallery - in the Walker House

121 North San Dimas Avenue, San Dimas, CA 91773

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The mission statement for the 2nd Story Gallery, in keeping with the spirit of the San Dimas Festival of Arts, is to provide a venue that brings to the general public the artwork of both established and up and coming artists. We have accepted the challenge to keep all art forms and subjects alive for the enjoyment of all the residents of San Dimas and Southern California.

Artist Name:.....

Mediums:.....

Dates available:.....

2nd Story Gallery Artist Application

2nd Story Gallery is proud to be able to show the art work of talented local Artists in our galleries within the Walker House. We are always looking for fresh talent!

Submitting Requirements:

If you would like to show your work at the 2nd Story Gallery, are able to meet the gallery's criteria, and you feel it is appropriate to be displayed in a family type setting (we will not allow art that is disturbing, biased, drug related, sexual in content, exhibits gross themes, or contains nudity), please submit the following:

1. Digital media or photos representative of the pieces you plan to show (no originals, copies only) the materials will not be returned and will be retained on file by 2nd Story Gallery.
2. A list including dimensions and art media information planned for displaying.
3. Completed and signed 2nd Story Gallery Artist Application and Release of Liability form.
4. Range of prices of your work

After we review your application and samples provided, and find your work is compatible with the standards and requirements of 2nd Story Gallery, you will be contacted for an in person meeting so that we can give you a tour of our venue and you can be given specific displaying instructions. In most cases we like to schedule Artists 6 months in advance. However, we may seek out special shows for display throughout the year. You must have enough artwork, to fill the space effectively.

Once selected to show your work at 2nd Story Gallery, you are responsible for the hanging, take down and general maintenance of your work while on display. Excellent display craftsmanship is required. All wall pieces must be framed or mounted; no loose pieces of paper. Because of the historical importance of the Walker House, each Artist must take care not to damage the walls, ceilings or floors in the galleries. No tape, other than 3M painters tape, may be used to affix signs to the walls or woodwork.

Ninety percent of artwork on display must be for sale. All sales will be handled by the 2nd Story Gallery staff at the following agreed to commission: 70% of the sale price before tax goes to the Artist and 30% is retained by the 2nd Story Gallery. Artists are required to help promote their show and be available during the gallery hours to meet with the patrons.

Once created, each accepted Artist will be provided with an electronic version of the flyer for distribution to their mailing list to help promote the event. Printed copies and postcards are also available, if requested.

Required:

1. Itemized list of artwork to be displayed having: Price, Title, Media, Size, (on a 8.5" x 11" sheet)
2. Typed Identification system (didactic card) for each piece of art (not handwritten unless otherwise approved, by 2nd Story Gallery)
3. A typed "Artist's Statement" and an Artist's Biography (2 -3 paragraphs each)

4. Artists must submit their Artist Statement and Biography with this application to aid in advertising/promotional efforts by the 2nd Story staff. Failure to provide this information may delay the processing of your application.
5. Business cards or artist contact information posted in view with display
6. It has been our practice that 2nd Story Gallery will provide an Artist's Reception on Friday evening, of each weekend the Gallery is open, and the Artists in Residence provide the same on Saturday evenings. Any exceptions to this will be discussed with the Artists prior to the show.

2nd Story Gallery does not assume any responsibility for any piece of art (hung, stored or left for any reason).

Name:.....

Daytime phone number:.....

Email:..... Website:.....

Date your work will be ready to exhibit:.....

I understand that 2nd Story Gallery and its associates are NOT responsible for my art, before, during and after display in the Walker House:..... (Please Initial)

Signature:..... Date:.....

Approximate Sizes of the items to be displayed:.....

Range of Prices:.....

Please note all items must be either museum canvas, i.e. wrap around canvas, or framed. No white canvas edges are to be displayed.

For Gallery use only.	
The artist is approved for displaying, on the following dates: _____,	
Set up date and time: _____	& take down date and time: _____
In Gallery Room 1: _____	Gallery Room 2: _____
All paper work and liability release are on file and signed: _____	
Approving Gallery Committee members: _____ & _____	
Date approved and artist notified: _____	By: e-mails: _____ By Phone: _____

2nd Story Gallery Artist Release of Liability

I,..... (print name), hereby release 2nd Story Gallery, their Associates and Docents, from any liability that may arise in the handling, care, custody or control of my artwork during the time that it is on the property of 2nd Story Gallery, or being handled by 2nd Story Gallery associates.

I understand that due care and reasonable security will be provided while the works are on display. If I should need to remove any piece from the exhibit, I will notify my 2nd Story Gallery contact beforehand, and will replace the piece with another approved piece upon removal.

All wall pieces will be framed or dry mounted.

I understand that setting up and taking down of my art work is my responsibility, to be completed in agreement with the 2nd Story Gallery associates, and that I have made myself familiar with the room layout, dimension requirements and how much space I am required to fill.

If my work is chosen to be displayed at 2nd Story Gallery, I will arrive to set up and take down within 15 minutes of the agreed time, and will not take down early. I agree that my hanging and/or take down process will be pre-planned and completed with efficiency.

I understand that if I am unable to take down my show on time, that my pieces may be removed without my presence. If so, I agree to pick up my work within 24 hours. 2nd Story Gallery is not responsible for storing or the condition of my art.

I am responsible for general maintenance of my pieces, and will check regularly to ensure that all pieces are secure.

2nd Story Gallery is not responsible for storing or the condition of my artwork.

Artist's Name:.....

Daytime Phone number:

Street address:

City/State/Zip:.....

Alternate Phone number:.....

Email:..... Website:.....

Artist's Signature: Date:.....

Effective for Shows starting January 1, 2018