



Municipality of South Dundas Art Display Conditions/Contract

Artists agree to display their work under the following conditions:

1. The Artist acknowledges that the Municipality of South Dundas does not accept responsibility for security, or loss or damage of displayed artwork.
2. The Artist is fully aware that he/she is volunteering to have their art work hung in the South Dundas Municipal Centre and acknowledges that he/she will not be receiving any remuneration of any kind from the Municipality for displaying his/her works of art. All works of art are hung in a public space where no person shall be charged an admission to view the works of art.
3. Artwork must be dropped off one week prior to and picked up one week after the agreed upon display dates. Set-up and takedown of the displayed artwork will be done by PRF Staff.
4. The Artist named herein agrees to be bound by the Municipality of South Dundas Art Display Policy attached hereto.

Name and address of Artist(s) displaying artwork:

Name(s): _____

Address: _____

Email: _____ Telephone: _____

Size and Medium of the Artwork (ie. canvas, cardboard, flammable or dangerous materials, etc.):

1. _____

2. _____

3. _____

Scheduled months and years of display: _____ to _____

Preferred Location of Hanging _____

This South Dundas Art Display Conditions/Contract must be signed and returned before the display reservation is final.

I, _____, agree to the Conditions/Contract as
(print name)

set out above, dated this _____ day of 20__.

Signature: _____

Request Approved by: _____ Date: _____

POLICY MANUAL	Policy No. 2-7
For Municipality of South Dundas	Effective Date: May 20, 2014 Revised: May 17, 2016 February 13, 2023
Subject: South Dundas Facility Art Display	Department: Parks, Recreation and Facilities

Policy Statement:

The Municipality of South Dundas will provide space in the South Dundas Municipal Facilities to promote and highlight the talents of South Dundas Artists by displaying their work to the public.

Procedure:

Eligible Artists and Works of Art:

1. Artists who have work displayed in the South Dundas Facilities must be a South Dundas resident or have a studio in Dundas County. Preference will be given to residents of the Municipality of South Dundas.
2. Submissions must be received from the artist themselves. Applications from commercial galleries or art curators will not be accepted.
3. Works of art to be displayed include but are not limited to drawings, paintings, prints, digital graphics and photography.
4. Artwork displayed is subject to the determination of appropriateness by Staff. All decisions are final. The Municipality also reserves the right to refuse display space to Artists who do not meet the criteria in the South Dundas Art Display Conditions/Contract, including fire and safety issues.

Applications to Display Artwork:

1. Interested artists must complete the South Dundas Art Display Conditions/Contract form.
2. There will be no formal selection process. Artists will be accepted on a first come, first serve basis and a waitlist will be maintained by Staff to allow applications to be accepted on an ongoing basis.

Rules for Displaying Artwork:

1. The Municipality of South Dundas assumes no liability for the loss, damage, or theft of the displayed artwork. Artists will assume any required insurance coverage.
2. Artwork will be accepted for display in areas that the Staff have dedicated to the program. Display space in the South Dundas Municipal Centre, Iroquois Civic Centre, and Matilda Hall may be made available. Staff will work with Artists to display their works at their preferred location, however location is subject to Staff's discretion.
3. Artists are limited to one art display in a two (2) year period. The display period runs from January to December of the following year.
4. Each artist is entitled to display three (3) pieces of work during their display period. As much as possible, artworks from one artists will be displayed together to create a mini-exhibition.
5. Artists may post an Artist's statement or other description next to the display. The content is limited to one 8.5" x 11" paper. It is to be forwarded to staff prior to hanging. The content may include, but is not limited to, the Artist's biography, name, and description of the pieces. Sale price is not to be included.
6. Set-up and removal of the displayed artwork will be done by Staff.
7. Artwork must be dropped off one week prior to and picked up one week after the agreed upon display dates. Any artwork not picked up by the end of the one-week grace period will be donated to a non-profit charity within South Dundas.
8. Publicity is the responsibility of the Artist and they may issue his/her own press release.
9. Artists consent to the use of their name and/or photograph(s) of the Artwork by the Municipality in publications including but not limited to the South Dundas newsletter and online on the Municipal website or social media applications.