

New Haven-Adams Twp Parks and Recreation

Community Gallery

Official Terms & Entry Form

Artist's entry constitutes agreement to all of the terms and conditions below.

Eligibility

- Must be at least age 15
- Must reside in one of the following counties: Allen, Dekalb, Huntington, Adams, Whitley, Wells, Paulding, or VanWert
- Must have a collection of original works large enough to occupy the display space.

Media

- All painting, drawing, print, photography, and collage mediums are eligible to hang on our Community Gallery wall. All artwork must not exceed size and weight criteria.
- Ceramics, sculpture, metal work, and glass are eligible for display in the Community Center window case. Must not exceed size and weight criteria.

Fees and Sales

- There is no fee for displaying in the Community Gallery or the Community Center window case.
- Artwork may be marked for sale with a price and contact information for arranging a purchase. All sales are the responsibility of the artist. New Haven-Adams Twp Parks & Recreation will not handle any transactions or communications regarding the purchase or pick up of any sold work. No commission charged.
- All artwork originally hung must remain on display for the entire 2 month period.

Information

- For questions or more information please call: Angela Daniel, Recreation Director 260-749-2212 or email adaniel@newhaven.in.gov

Liability

- New Haven-Adams Twp. Park and Recreation department assumes no liability for damage or loss to artwork while on display in the New Haven Community Center.

Entry Procedure

- Artists must fill out and sign an entry form.
- All entries will be submitted in a lottery and 1 artist will be drawn every 2 months for the Community Gallery wall and likewise for the window case.
- When an eligible artist's entry is drawn, they will be contacted to make arrangements for approval and hanging of work. One entry per artist, unless otherwise permitted by gallery organizers.
- Artwork will be on display for 2 months, then another artist will be drawn.

Limitations

- New Haven-Adams Twp Parks & Recreation reserves the right to refuse any artwork deemed objectionable. All artwork must be suitable for viewing by families with children.
- All artwork must be original work, conceived and created by the artist. No copies of work by other artists are eligible.
- For the Community Gallery wall, limits are as follows: must not exceed 20lbs per piece. Total display length is 23' and all works must fit within this length. Total display height is 5' and all works must fit in this height. Placement is determined by New Haven-Adams Twp Parks & Recreation Community gallery organizers.
- For the Community Center window case the limits are as follows: must not exceed 15 lbs per shelf. Total display measures 3'H x 4'6"L x 11"D and contains moveable and removable glass shelving. All work must be able to fit inside the locking case.

Artwork may be reproduced by the Park Department for publicity purposes only.

ENTRY FORM

Please **CLEARLY** fill out the form below. Display information will be made from some of the information given on this form.

Name: _____

Phone: _____

Email: _____

Which display space do you wish to use? Please circle one:

Community Gallery (wall)

Community Center window case

What medium will you be displaying? Is there a specific subject matter?

Tell us about your work here:

Approximately how many pieces do you have to display? _____

Do you have an artist's bio? Yes No

If yes, please attach your bio to your entry. If no, please consider creating one so we can post it with your work if your name is chosen.

Please read the following statement and sign if you agree:

I understand that by signing this entry form I have read, understood, and agreed to the terms and conditions on the previous page.

Signature _____ Date _____