

CITY OF WELLAND

POLICY

Policy Title: City of Welland Civic Square Art Display Policy	
Date of Approval: September 11, 2007	Policy Number: SER-008-0007
Lead Role: City Clerk	Support Role: Deputy City Clerk/ Communications Assistant
Cross Reference:	Next Review Date:
Council File Number: 07-125	Revision Date: August 27, 2013

Policy Statement:

The City of Welland will provide display space as available to promote and highlight the artistic talents of Welland and area Artists enabling the viewing of their work by the public.

Procedure:

Rules for Displaying Artwork:

1. The Welland Civic Square Art Task Force (the "Task Force") will accept artwork from individuals for display on the wall space the City of Welland has designated for that purpose. Display space is limited to the brick wall at the northwest entrance of Civic Square (Canal Level entrance area to the Library), known as the "Wall of Art".
2. Displayed artwork is subject to the determination of appropriateness by the City of Welland and the Task Force. All decisions of the City of Welland are final. The City of Welland also reserves the right to refuse display space to Artists who do not meet the criteria in the City of Welland Civic Square Art Display Conditions/Contract, including fire and safety issues.
3. The City of Welland or the Task Force assumes no liability for the loss, damage, or theft of displayed artwork. Artists will assume any required insurance coverage.
4. Artists are limited to one two-month display in a twelve-month period. Artwork of up to three artists may be displayed at one time, subject to the agreement of the Task Force. Bookings are to be coordinated by the Task Force.
5. Set-up and removal of the displayed artwork will occur at the beginning and end of the display period and will be done by the City of Welland in the presence of the artist(s) and member(s) of the Task Force. Artwork must be installed near the end of the month and removed after a two-month period.
6. All displays must use the hardware approved by the City of Welland for displays; no nails or other objects may be attached to any surface.
7. The Artist may price his/her work and shall administer all transactions associated with sales.

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8. Artists may post an Artist's statement or other description to the display.
9. Publicity is the responsibility of the Task Force. The Artist is responsible for his/her own press release and have it available to the media on the day of the hanging, subject to the requirements of the City of Welland.
10. Artists must sign the City of Welland Civic Square Art Display Conditions/Contract before the reservation to display artwork is final.
11. Council of the City of Welland shall appoint Welland Civic Square Art Task Force Members.

City of Welland Civic Square Art Display Conditions/Contract

Artists agree to display their work under the following conditions:

1. Bookings must be made in advance for two calendar months. The time and day of hanging and removal of art display on the "Wall of Art" will also be booked with the Welland Civic Square Art Task Force (the "Task Force").
2. Works of art may be offered for sale by the Artist. 10% of the sale proceeds will be donated to the City of Welland Civic Square Art Project Fund.
3. The Artist is fully aware that he/she is volunteering to have their art work hung on the "Wall of Art" and acknowledges that he/she will not be receiving any remuneration of any kind from the City of Welland or the Task Force for displaying his/her works or 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.
4. The City of Welland or the Task Force retains the right to refuse inappropriate works of art. The City of Welland retains this right exclusively in the event of any dispute, including reasons of fire and safety.
5. All displays are to be hung using the chains, hooks, and hardware provided. No other materials are to be attached to the wall.
6. Publicity is the responsibility of the Task Force. The Artist is responsible for his/her own press release and have it available to the media on the day of the hanging. An autobiography and numbered list of the art works with corresponding prices may be made available to the public near the "Wall of Art", at the Artist's discretion.
7. The Artist is to be present for the hanging and removal of his/her artwork.
8. The City of Welland and the Task Force DO NOT ACCEPT responsibility for security, or loss or damage of displayed artwork.
9. The Artist named herein agrees to be bound by the City of Welland Civic Square Art Display Policy attached hereto.

Name and address of Artist(s) displaying artwork:

Name(s): _____

Address: _____

Email: _____ Telephone: _____

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

Scheduled months and years of display: _____ and _____

A sign stating the name of the Artist, description of artwork, prices of artwork, and contact information may be included in the display. However, this information must be forwarded to the Task Force at the time of the booking.

This City of Welland Civic Square Art Display Conditions/Contract must be signed and returned before the display reservation is final.

I, _____, agree to the Conditions/Contract as set out above,
(print name)
dated this _____ day of _____, 20 ____.

Signature: _____

Request Approved by: _____ Date: _____