



HAYSVILLE HISTORIC DISTRICT WIRE HOUSE ART GALLERY

209 S. Hays, Haysville, 67060

Artist Application for 2014

Applicant's Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

I would like to show with the following artist/s (if possible): (If you would like to do a solo show leave blank.) _____

Show Title: _____

Quantity	Media to be exhibited
	Photography
	Watercolor
	Pastel
	Oil or Acrylic
	Ceramics
	Sculpture
	Fiber Arts
	Glass
	Other (please list)

I agree to hold harmless and release the City of Haysville, its agents and employees from any liability regarding loss of or damage to original artwork which has been placed in the Wire House Art Gallery for exhibition purposes, including, but not limited to, hanging, displaying and transporting the artwork, theft, vandalism, fire, tornado or any act of nature. I agree to the City of Haysville receiving 30% commission on the sale(s) of any or all of my exhibited artwork. I authorize the City of Haysville, at its discretion, to utilize black and white color photographs of my art work for publicity purposes, not for reproduction. I understand that my work may be combined with the work of other artists for exhibition purposes. I understand that my work becomes the property of the City of Haysville to dispose of as it sees fit if the work is not picked up within 14 days of the ending of my show.

I agree to the conditions listed above and on the attached Operating Policy.

Signature: _____

Wire House Art Gallery Operating Policies

Mission Statement: The Wire House Art Gallery provides a vibrant, historic and cultural setting that increases public awareness and appreciation of the visual arts through exhibition and education.

Submission Procedures: All applicants must submit individually. If applicant desires to show with another applicant they can make a request, but we do not guarantee that applicants will be placed together. Shows are typically one month in length, spanning 4 Saturdays.

The following must be submitted prior to show date (see **Artist's Responsibility** for more information):

- Completed application form
- Artist biography (1-2 paragraphs)
- Show Title
- List of artwork to be shown including title, media and price (if for sale) (complete Art Work Form)

Security: The Wire House Art Gallery will be secured by lock and key when not in use. Insurance on exhibited work will be the responsibility of the artist. Exhibiting artist will sign an agreement holding the City harmless. By signing this application, the exhibiting artist is agreeing to hold the City harmless for any loss of or damage to original artwork which has been placed in the Wire House Art Gallery for exhibition purposes, including, but not limited to, hanging, displaying and transporting the artwork, theft, vandalism, fire, tornado or any act of nature.

Sales policy: Artists will be allowed to offer works for sale and will provide a price list prior to the show opening (included on the Art Work Form). Artwork sold during the show must remain until the conclusion of the show. The City of Haysville will retain 30% sales commission for each piece sold and will be responsible for paying Kansas State Sales Tax. Purchaser will make check payable to the **City of Haysville-Art Gallery**; the City will issue check to the artist less 30% commission.

ARTIST'S RESPONSIBILITY

- 1.) Artist will submit (via email – kblue@haysville-ks.com or mail – 7106 S. Broadway, Haysville, KS 67060) a complete listing of titles, media and sale prices for exhibited work, no later than 7 days in advance of the show (complete attached Art Work Form).
- 2.) Artist will submit (via email or mail) a short biography to be included in the show program no later than 7 days in advance of the show opening.
- 3.) Artist will submit (via email or mail or phone - 529-5922) a title for the show no later than 3 weeks in advance of the show opening.
- 4.) Artist will hang their exhibit in the Gallery, to be completed no later than one day before the show opening. **Hanging pieces must be backed with secured, sturdy hanging wire, and must be framed (when applicable)**. Name cards will be available to pick up at the Haysville Activity Center (HAC, 7106 S. Broadway) two days before the show opens.
- 5.) Artist will responsible for providing supervision during the set Gallery times (Saturdays, 8 – 11 am during Hometown Market (June through September) or Saturdays 10 am – 1 pm during the remainder of the year). If the Artist would like to open the Gallery at any other time, approval is required. Contact Kelsey at 529-5922.
- 6.) Artist will sign the Supervisor Agreement to check out a key at the HAC prior to the show opening.
- 7.) Artist shall accept the responsibility for providing insurance on artwork and shall hold the City harmless.
- 8.) Artist will agree to leave work on exhibit until the conclusion of the show and remove work within one week of the conclusion of the show. A \$10 fee will be imposed for late pick-up. **All purchased exhibited work shall remain through the duration of the show.**

CITY'S RESPONSIBILITY

- 1.) Create name cards with title, media and price for each piece of artwork in the show. **Artist must submit art work list no later than 7 days before the show opens to ensure this is completed.** Artist may pick these up from the HAC two days before the show opens.

- 2.) Create a show program to include Artist biography and list of all works. **Artist must submit show title, biography, and art work list no later than 7 days before the show opens to ensure this is completed.** Artist may pick these up two days before the show opens.

- 3.) Advertise the show by submitting a flier to the Haysville Sun-Times newspaper (this is not guaranteed, but on a space-available basis), posting a flier on the Haysville Recreation Facebook page, submitting information for display on electronic sign in front of City Hall and Community Library and submitting information for display on Channel 7 local television station.

Return all documents to Kelsey at:

Haysville Activity Center
7106 S. Broadway, Haysville, KS 67060
kblue@haysville-ks.com
316-529-5922 (phone) ~ 316-529-5923 (fax)

Art Work Form

Artist Name: _____

If you have pieces that are not for sale, please write NFS after price.

- 1.) Title: _____ Medium: _____ Price: _____
- 2.) Title: _____ Medium: _____ Price: _____
- 3.) Title: _____ Medium: _____ Price: _____
- 4.) Title: _____ Medium: _____ Price: _____
- 5.) Title: _____ Medium: _____ Price: _____
- 6.) Title: _____ Medium: _____ Price: _____
- 7.) Title: _____ Medium: _____ Price: _____
- 8.) Title: _____ Medium: _____ Price: _____
- 9.) Title: _____ Medium: _____ Price: _____
- 10.) Title: _____ Medium: _____ Price: _____
- 11.) Title: _____ Medium: _____ Price: _____
- 12.) Title: _____ Medium: _____ Price: _____
- 13.) Title: _____ Medium: _____ Price: _____
- 14.) Title: _____ Medium: _____ Price: _____
- 15.) Title: _____ Medium: _____ Price: _____
- 16.) Title: _____ Medium: _____ Price: _____
- 17.) Title: _____ Medium: _____ Price: _____
- 18.) Title: _____ Medium: _____ Price: _____
- 19.) Title: _____ Medium: _____ Price: _____
- 20.) Title: _____ Medium: _____ Price: _____

Submit this form to Kelsey, at the HAC, 7106 S. Broadway, no later than 7 days in advance of the show. This will allow adequate time for your name cards to be created. Use the back side if you have more than 20 pieces.