

Safety Harbor City Galleries



Safety Harbor Public Library 101 2nd Street North | City Hall 750 Main Street
Museum & Cultural Center 329 S Bayshore Blvd CityofSafetyHarbor.com



Thank you for inquiring about exhibiting at Safety Harbor City Galleries. All artwork will be reviewed for exhibition consideration.

Please email the following to the desired city gallery curator.

- Intended artwork or a body of artwork representative for exhibit. (No more than 6 images)
- Inventory sheet with title, medium, size and price range (if intended for sale).

Curator Contact:

Christine McWilliams
chmcwilliams@cityofsafetyharbor.com
727-724-1562 x1504

Shannon Schafer
sschafer@cityofsafetyharbor.com
727-724-1562

The artist is responsible for delivery of all selected artwork as well as pick up of artwork when the exhibit is over. The curator, in his or her sole discretion, will decide placement of the intended artwork.

Prior to the time of the exhibit, the artist needs to submit the following to the curator contact:

- One-page artist statement or resume
- Inventory sheet of all artwork to be displayed with titles, pricing, and artist contact information in the event of sales. Contact information should contain phone number, email address and artist website, if applicable.

Artwork may be offered for purchase. In the event of purchase, the artist will be notified directly by the purchaser. The artist will then notify the curator to arrange for pick up of the artwork after the end date of the artist's exhibit. All applicable sales tax will be the sole responsibility of the artist. The City of Safety Harbor requires no commission from the sale of artwork; however, a donation to the Safety Harbor Library Foundation or Partners in Progress would be appreciated.

The City will include information about the current exhibit in the arts & culture e-news, website, posters, and various media outlets. Any advertising to outside sources is the responsibility of the artist, with the curators or City staff requiring review of all intended advertising or publicity.

Thank you for your interest in exhibiting in City Galleries...
Connecting our Community to Public Art.

Safety Harbor City Galleries



Safety Harbor Public Library 101 2nd Street North | City Hall 750 Main Street
Museum & Cultural Center 329 S Bayshore Blvd CityofSafetyHarbor.com



Art Displays and Exhibits Policy

Thank you for your interest in art or collectible displays at the Safety Harbor City Galleries. The library, city hall, and museum, have hanging gallery spaces, easels, and display cases that may be reserved by local and regional artists as well as by non-profit organizations based in the Tampa Bay area.

The art and exhibit displays in the library are scheduled on a bi-monthly basis, two to three months in advance of the commencing date. The library may reserve display areas during certain months for library-sponsored exhibits.

The art and exhibit displays at city hall are scheduled on a monthly basis, and may be reserved two to three months in advance of the commencing date. Display areas may be reserved during certain months for city-sponsored exhibits and events.

The art and exhibit displays at the museum are scheduled on a monthly basis, two to three months in advance of the commencing date. The Museum and Cultural Center may reserve display areas during certain months for city-sponsored exhibits and events.

I. Display Criteria

- a) Display space is intended to reflect the diverse talents, abilities, and resources available within the Tampa Bay area. City Galleries reserves the right to give priority to Safety Harbor local and Tampa Bay regional artists.
- b) Art and related display materials are selected using criteria in accordance with the City Galleries Materials Selection Policy. Artwork should be submitted in a finished, display-ready format. Framed work should be professionally prepared. All artworks exhibited must be suited to the space available and the public nature of the display area.
- c) The library director or the delegated art liaison retains the right to refuse a display, to remove any items or materials from within a display, and to alter the dates of an exhibit, in his or her sole discretion.

II. Display Parameters

- a) Artwork may be offered for sale or not for sale. Safety Harbor City Galleries does not function as an agent for art exhibitors, but will refer customers to an individual artist or organization for the purpose of sale negotiation. However, sold artwork must remain on display for the remainder of the exhibit.

- b) For library exhibits, the reference department can provide price lists and business cards from the reference desk upon request. For other City Galleries exhibits, price lists and business cards can be provided from the museum and cultural center upon request. Price tags or other sales information are not to be included on the display or exhibit.
- c) Exhibitors are encouraged to provide one-page artist statements for inclusion in a portfolio book placed on display with the exhibit.
- d) Contact and display information may be utilized by City Galleries for publicity or special program highlights and publicity.
- e) The City of Safety Harbor does not necessarily endorse the information or theme represented by materials displayed in the library, at the museum, or city hall.

III. Setting Up and Taking Down Displays

- a) Displays are scheduled to ensure that artwork is on display at all times. You will be notified well in advance of available times to deliver and pick up displays. Staff will coordinate with you to provide access to the display areas during normal business hours.
- b) Exhibitors are responsible for the delivery and pickup of the exhibit during the hours the library, museum, or city hall is open. Should exhibitors fail to retrieve their artwork as required, the City will not be held responsible for any damage to the displays under any circumstances, including, but not limited to: any damage incurred during the City's removal of or storage of the display.

IV. Liability:

The Safety Harbor Public Library and the City of Safety Harbor assume no responsibility for the loss or damage to items exhibited in the library or at city hall. All exhibitors are required to sign an agreement in which they list all items in their display and release the City of Safety Harbor from any liability. Cases are kept locked. Artwork display cases, easels, and the gallery are in areas that are open to the public.

V. Scheduling and Exhibit Information:

Christine McWilliams chmcwilliams@cityofsafetyharbor.com 727-724-1562

Safety Harbor City Galleries



Safety Harbor Public Library 101 2nd Street North | City Hall 750 Main Street
Museum & Cultural Center 329 S Bayshore Blvd CityofSafetyHarbor.com



AGREEMENT AND RELEASE OF LIABILITY

I _____ hereby grant permission to the City of Safety Harbor, Florida, to display my artwork or exhibit(s), a description of which is provided below, at the Safety Harbor Public Library, the Safety Harbor Museum and Cultural Center, or City Hall, without further consideration. Any artwork displayed in glass cases will be kept locked for the duration of the exhibit.

I hereby agree to pick up my artwork at a time prearranged with the City's art display liaison. My exhibit runs from _____, 20____, to _____, 20____.

I hereby waive, release and hold harmless the City of Safety Harbor, its officials, boards, members, employees, and agents, from any and all claims for damages and/or expenses of any nature whatsoever arising out of any loss, damage, injury, or theft, to my artwork or exhibit while being set-up or taken down, while on public display at the Safety Harbor Public Library, the Safety Harbor Museum and Cultural Center, City Hall, or while in storage.

Safety Harbor City Galleries



Safety Harbor Public Library 101 2nd Street North | City Hall 750 Main Street
Museum & Cultural Center 329 S Bayshore Blvd CityofSafetyHarbor.com



ARTIST INFORMATION:

Artist Signature: _____

Date: _____

Print Name _____

Email: _____

Telephone #: _____

Address: _____

Witness: _____

Bio: (500 words or less)

Artwork Tags

Safety Harbor
City Galleries

Safety Harbor
City Galleries