

Art in the Arb
The Studio at Thielke Arboretum

Guidelines statement for exhibiting at the Thielke Arboretum Environmental Education Center

Indemnification: The exhibitor shall transfer to The Friends of Glen Rock Arboretum (FOGRA) possession but not ownership of the property listed on the inventory sheet.

FOGRA, the borough of Glen Rock, its insurance, employees, volunteers, agents, Friends and Trustees will not be responsible or liable for any loss or damage to artwork or framing during the exhibition and this Agreement. The Exhibitor agrees to indemnify and hold harmless the Thielke Arboretum, FOGRA, the borough of Glen Rock, its insurance, employees, volunteers, agents, Friends and Trustees from and against any type of claim made against them as a result of exhibiting the Exhibitor's work.

The Exhibitor will be solely responsible for the delivery and removal of art. The legal portions afforded by this agreement commences upon the signing of this Agreement by the Exhibitor of all work from the Arboretums premises.

Administration: The Art in the Arb Gallery Committee is responsible for the administration, management, and art selection of the site. This is done in conjunction with the Friends of the Glen Rock Arboretum. The Art in the Arb Gallery Committee will not be responsible for maintaining the exhibit during the month.

Art Selection Process: Applications and art are accepted throughout the year. An application can be obtained by emailing art.in.the.arb@thielkearboretum.org or visiting thielkearboretum.org. All shows will be one month long. Each show will feature one artist, but a group show can be arranged.

Fees: There is no charge for displaying in the Art in the Arb Gallery

The Art in the Arb Studio Space: Mainly the Conference room of the EEC and possibly on rolling wire stands in the main room.

Security System: EEC has a security system for the building when closed. The Arboretum will not be liable for any theft or damage to the artwork.

Sale of Artwork: The works of art can be offered for sale. The picture tag will list the sale price. Payment for art purchased is to be made out to the order of the artist for the full amount and given to the artist at the end of the exhibit. A 20% donation will be made to FOGRA for each artwork sold.

Public Relations: The Art in the Arb Studio Committee will place announcements and press releases in local and regional newspapers, magazines, and social media sites. The Exhibitor is required to provide the Studio Committee with biographical information six weeks prior to the start of the Exhibitors exhibition. All decisions regarding additional types of marketing are the sole discretion of the Studio

Gallery Hours: Mon-Fri 3-5pm and Sat and Sun 10am-4pm

Signed _____ Date _____