

Town of Longmeadow



Longmeadow Council on Aging – Adult Center
211 Maple Road, Longmeadow, MA 01106
Tel: 413-565-4150



Longmeadow Adult Center Art Exhibit Policy

The Longmeadow Adult Center welcomes local artists to exhibit their work on the walls of the second floor in the Longmeadow Adult Center. Approximately 70 feet of picture rail is available for exhibits in Classroom 1, 2, 3, and the second floor hallways.

An **Art Exhibit Application** must be filled out and returned to The Longmeadow Adult Center. The Longmeadow Adult Center reserves the right to accept or reject the contents of a proposed exhibit.

Reservations will be considered on a first-come, first-serve basis and will be reserved for one calendar month. Reservations will be considered up to one year in advance.

Artists may display a small sign at the front desk providing their name, a short bio, and contact information.

The artist is responsible for installation and removal of the exhibit in a timely manner. Artwork may only be displayed using the picture rail. The Longmeadow Adult Center will supply picture hooks.

The Longmeadow Adult Center reserves the right to remove an exhibit that has been left beyond the reservation period.

The Longmeadow Adult Center assumes no responsibility for the preservation, protection, or possible damage or theft of any item exhibited. All exhibitors will sign a form that releases the Longmeadow Adult Center from any responsibility for exhibited items.

Permission to exhibit artwork at the Longmeadow Adult Center does not constitute an endorsement by the Longmeadow Adult Center, Staff, or the Board of Directors.

The artist represents and warrants that the artist is the sole and exclusive author of the work, and that the artist has not violated any other party's copyright in the artist's creation and/or derivation of the work. In the event that a third party holds the Longmeadow Adult Center liable for copyright infringement as a result of the Longmeadow Adult Center's display of the work, the artist shall indemnify and hold harmless the Longmeadow Adult Center.

***Please submit digital photos of your work for promotional purposes. Photos will be used in printed flyers and on our website. Files should be in .jpeg or .png format.

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Art Reception Policy

Receptions are scheduled to take place on a prearranged evening during the exhibit period between 5:00pm and 7:45pm.

The **Longmeadow Adult Center** is responsible for providing the following:

- Room set up/take down
- Advertise the reception on behalf of the artist through the our paper newsletter, Constant Contact emails, The Reminder, Adult Center website, and Facebook

The **Artist** is responsible for:

- Inviting guests and promoting the reception
- Invitations
- All food and/or beverages

March 14, 2022 LG