

GUEST ARTIST APPLICATION

Name: _____

Art Media: _____

Address: _____

City: _____

Phone: _____ Email: _____

Website: _____

Description of Proposed Exhibit (ie: theme, number of pieces, average size):

Signature: _____ Date: _____

Please forward to:
Kitchener Public Library, c/o Stephanie Donkers-Schmalz,
85 Queen Street North, Kitchener ON, N2H 2H1
or email required information to Stephanie.Donkers-Schmalz@kpl.org



KITCHENER PUBLIC LIBRARY GUEST ARTIST APPLICATION

The mandate of the Kitchener Public Library's artist program is to educate the public about art and to promote and support local artists.

Exhibitions take place in The Gallery at Central on the lower level. The gallery is open during regular library hours.

SELECTION PROCESS Your application must be accompanied by at least three photographs of your work, as well as an artists' statement. Selection is done throughout the year. Due to the popularity of the program, only those selected to display will be contacted.

PROGRAM INFORMATION

- Depending on the size of the pieces, a proposed exhibit should consist of at least 20 pieces of artwork.
- Exhibitions are approximately two months long (allowing for installation and dismantling). The artist is responsible for installing the exhibit, creating the labels and taking down the show.
- Artwork must be framed or mounted and equipped with wire on the back for proper hanging.
- The gallery has 140 ft. of wall space. It is equipped with a track system with as many as 50 hanging cables that hold up to 15 lbs each. Large pieces will require more cables. It is the artists' responsibility to ensure enough cables are used to sufficiently hold their work.
- The library does not carry insurance for special exhibit artwork. It is the artist's responsibility to obtain insurance if they feel the need to do so. All artists will be required to sign an artist agreement/waiver.
- Kitchener Public Library does not take commission for any piece that may sell. A buyer is asked to contact the artist directly. The library does not participate in the sale of artwork in any way.
- An opening reception is held for each artist. Refreshments are the responsibility of the artist and must be prepared in a commercial kitchen (ie. store-bought or catered).
- Parking costs are covered for the installation and dismantling of the exhibit only. All other parking costs are the responsibility of the artist. Please visit kpl.org/central for information.

PROMOTION

Full-colour posters advertising exhibits are displayed at the Central Library and four branch libraries.

Artists are provided with posters as well as personalized invitations to their exhibition and opening reception. Each exhibit will be promoted on our website, social media network, outside sign, and indoor promotional screens.