

a nonjuried gallery space for all media

The

Community Gallery

at Annmarie Garden
Sculpture Park & Arts Center

Annmarie Garden is committed to supporting
artists at all ages and backgrounds.

410.326.4640 www.annmariegarden.org P.O. Box 99, Dowell, MD 20629

Gallery *Exhibits*

Space is reserved on a first-come first-served basis. This small 800 sq.ft. gallery is located in the newly renovated Studio School and accommodates floor, wall and screen hung pieces. Electrical outlets are available for use.

Annmarie Garden

An affiliate of the Smithsonian Institution, Annmarie Garden is a thirty acre public sculpture park and arts center located in scenic Solomons, Maryland on the Chesapeake Bay. The sculpture park features a walking path which meanders through the forest past permanent and loaned sculpture, including over twenty-five works on loan from the Smithsonian Institution's Hirshhorn Museum and Sculpture Garden. The Garden also presents a variety of special events, gallery shows, and engaging public art programs. The new Studio School offers creative classes taught by a talented faculty. The spectacular Arts Building which opened in May '08, is a 15,000 sq.ft. museum-grade exhibition space that includes two large galleries, a gift shop, cafe and a sunny patio that offers lovely views of the outdoor sculpture.

About Solomons, MD

Annmarie Garden is located in Solomons, a lovely waterfront town situated where the Patuxent River meets the Chesapeake Bay. Just over an hour drive from Washington DC- Baltimore metro area, Solomons is a popular destination for tourists, boaters and regional residents. With spectacular views, interesting shops, a terrific marine museum and wonderful restaurants, Solomons is a delightful place to spend a day or weekend. This distinctive setting and engaging array of programs and exhibits makes Annmarie Garden an important element of any visit to Solomons and southern Maryland.

The Community Gallery
at Annmarie Garden
410.326.4640
gardeninfo@chesapeake.net

Responsibilities of Exhibitor

1. **Membership-** to host an individual or joint show in the gallery, at least one of the exhibiting artists must be a member of Ann's Circle, Inc. For shows hosted by organizations, the exhibiting organization must be a member at the family level or higher. The membership requirement is waived for student shows.

2. **Approval Process-** to be considered for a gallery show, each artist must provide at least four examples of their work. Photos and/or digital files are acceptable. The Community Gallery Manager will review and approve all submissions. Call to discuss the details.

3. **Gallery Hanging System-** upon approval of show, artists will be instructed on the use of the gallery hanging system and be solely responsible for hanging and staffing their show. Please note that absolutely no nails, tacks, tape, etc.. is to be used on the walls.

4. **Staffing the Show-** the artist is solely responsible for staffing their show. The gallery cannot be left unattended at any time. Annmarie Garden will not be responsible for the gallery or its contents if this agreement is violated.

5. **Gallery Appearance-** the artist is responsible for keeping the gallery and kitchenette clean and in good order during their show. All trash is to be put in the parking lot dumpster on a daily basis. Exhibitor shall leave the gallery and kitchenette in the same condition it was found prior to set up. You also must bring and dispose your own paper products for food and drink.

6. **Professional Exhibit-** all hanging art for sale must be framed and well presented. If necessary, artist must provide pedestals for artwork. The gallery has a few pedestals and artists are welcome to use these. All jewelry must be professional displayed at the artist's discretion.

7. **Student Shows-** it is understood that students and student groups may not have the financial resources to professionally frame their works and are encouraged to think creatively about how best to hang and display their shows. In regards to the 15% sales donation, this requirement can be waived for student shows if the group agrees to provide volunteer hours to Annmarie Garden. Contact the Community Gallery Manager for details.

8. **Sales Transactions-** artist is responsible for handling all sales transactions and for paying all applicable Maryland sales tax.

9. **White Cabinet-** the cabinet next to the door is available to display information about Annmarie Garden and your show. If any of the brochure racks or the guest book needs replenishing, please ask a staff member. If you keep your own guest book, please make a copy and give it to the Community Gallery Manager.

10. **Open Studio Space-** artists may opt to use the gallery as open studio space. Artists using the gallery for this purpose agree to protect the walls, floor, table surfaces, etc., with their own dropcloths. Space should be left as it was found prior to studio use. Artists are encouraged to consider holding a gallery show at the end of open studio time.

11. **Access-** Annmarie Garden is open daily, 9am-5pm (refer to website for holiday closing schedule). Garden Staff will unlock the front gate, restrooms, and community gallery at 9am. Unless other arrangements have been made with the Community Gallery Manager, exhibitor(s) must monitor and staff their show from 9am-5pm. Garden Staff cannot be responsible for staffing shows, nor are staff permitted to stay past 5pm.

12. **Commission-** Donation of twenty-five percent (25%) of total sales or \$20/ day usage fee, whichever is greater, to Ann's Circle Inc., a non profit organization. Donations provide continued funding for gallery programming. Donations should be submitted within five (5) working days after show.

13. **Unacceptable Works-** Annmarie Garden reserves the right to reject and request the removal of artwork which it considers inappropriate for the gallery setting.

14. By acceptant of this agreement, the exhibitor shall indemnify and hold harmless Ann's Circle Inc., Annmarie Garden, Board of Calvert County Commissioners, Calvert County Government, The Koenig Private Foundation, and all related staff, volunteers or representatives, each of its officers, directors, employees, members and volunteers, again any and all claims damages, costs and assessments, judgements and expenses, including reasonable attorney fees, of any name or nature arising out of the exhibitor's participation in activities in the gallery or the exhibitor's use and occupancy of the premises upon which the said activities are conducted.

15. This agreement constitutes the entire agreement between the parties and supersedes all other agreements and communication, whether written or oral between the sponsors and the exhibitor.

Title of Show: _____

Dates of Show: _____

List Name, Address, Phone Number and email of all participating artists (attach separate list if necessary)

I have read, agree to and understand the instruction contained in this contact/ application with regards to terms and responsibilities of my participation in the gallery. I further understand and agree that Ann's Circle, Inc., it's staff, volunteers or representatives, Annmarie Garden and the Calvert County Government are not responsible for any theft, loss or mishap to myself, my colleague(s) or my property.

Exhibitor Signature & Date