

**GALLERY MISSION STATEMENT**

*The mission of the Bernice Coulter Templeton Art Gallery is to educate, serve, enrich, and to encourage appreciation and understanding of visual art through direct engagement with original works of art. The gallery provides faculty, students, staff and the broader community the opportunity to teach, reflect, research and interpret the creative accomplishments of visual artists through exhibitions of local, regional and national artists and examples from Texas Wesleyan's permanent art collection.*

Exhibitions are on display in the historical Bernice Coulter Templeton Studio building located at 1415 Vaughn Blvd., directly across from the Texas Wesleyan campus.

Artists residing in the continental United States are eligible to submit entries in consideration for upcoming solo and group exhibition opportunities for the 2018-19 academic year. Entries will be accepted in all visual media forms, including painting, drawing, ceramics, sculpture, printmaking, photography, video, computer/technology, conceptual art, fiber art and graffiti art.

1. All work must be original and completed within the last two years (unless the art has historical significance).
2. All 2-D work may not exceed seven (7) feet in height and must be ready to hang utilizing the hanging system in the gallery.
3. All 3-D work must be ready-for-exhibition, which includes pedestals.
4. All time-based media must be provided ready-for-exhibition.
  - 2-D and 3-D artists are requested to submit 5-10 images in digital format of current work, an artist statement and a biography.
  - Video, computer and time-based conceptual artists must submit via digital format, current work queued to a 10-minute section for viewing, an artist's statement and a biography.

*Please fill out the appropriate section below. Please PRINT.*

**Individual Artist:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Curator / Group (circle one):** *Please include each artist's name and designate one contact person. Include all contact information for designated contact person.*

**Curator:** \_\_\_\_\_

**Group Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Additional Artists:** *(please add an attachment if more room is needed)*

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**Exhibition Purpose and Description:** *Please provide digital images representing works planned for the exhibition. Send to Kit Hall, khall@txwes.edu. Please give a brief description of the proposed exhibition – number of works, 2D, 3D, installation requirements, availability for an artist/curator lecture, etc.*

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**Exhibition Calendar**

Installation: \_\_\_\_\_

Reception: \_\_\_\_\_

*(Optional and depending on the University calendar of events. If scheduled, it will be on a mutually agreed upon Saturday between the hours of 2 and 4 p.m.)*

Lecture: \_\_\_\_\_

*(Optional and depending on the University calendar of events. If scheduled it will be on a Tuesday or Thursday during Wesleyan's free period, 12:15 – 1:15 p.m.)*

Breakdown of Exhibition: \_\_\_\_\_

Artist / Curator Lecture Honorarium: \_\_\_\_\_

**CONDITIONS GOVERNING INCOMING LOANS****Care • Handling • Installation**

Texas Wesleyan University will exercise the same care for objects on loan as it does in the safekeeping of its own objects. Texas Wesleyan will make every effort to follow specific handling and installation instructions provided by the lender for certain objects. Loans will be handled only by experienced personnel under competent supervision.

**Preservation**

Loans will be protected from fire, theft, mishandling, insects, and extremes of light, temperature and humidity.

**Photography**

Unless permission is refused in writing by the Lender, it is understood that the loaned object(s) may be photographed by Texas Wesleyan in all media, including television and film, for publicity purposes connected with its display and other related publications, for routine education, and for registration purposes. The photographs will not be used for any other purposes unless expressed permission has been obtained from the Lender. If an object is labeled for display or publication, it will be credited as indicated by the Lender on the loan agreement. It is also understood that still photography taken by museum visitors for private, noncommercial use is permitted unless otherwise stated in writing by the Lender.

**Shipping**

Shipping will be by safe and direct methods and approved by the Lender in advance. If a courier is required, terms and costs will be borne by Texas Wesleyan and should be agreed upon in writing in advance.

**Packaging**

Unless otherwise specified, loaned terms will be repacked in the same or similar materials and by the same methods as received. Packing and crating materials will be stored in appropriate facilities for preservation and protection.

**Receipts**

Receipts shall be provided on receipt of loan and return. Texas Wesleyan will notify the Lender of damages and if needed, file an insurance claim within 30 days of the object's return to the Lender.

**Insurance**

All pieces of fine art loaned to Texas Wesleyan University will be either 1) insured by fine art insurance carried by Texas Wesleyan University, or 2) by the Lender at Texas Wesleyan University's expense. 1) Unless the Lender specifies otherwise, Texas Wesleyan University, hereafter referred to as the "Exhibitor" will insure the items for the amount of value or retail price declared by the Lender in Loan Agreement against all risks of physical loss or damage for which commercial property insurance is available while the items are on location under the Exhibitor's custody. The Lender agrees that, in the event of loss or damage, recovery shall be limited to the direct damage, of such amount as may be paid by the insurer, either for repair or replacement, hereby releasing the Exhibitor, its trustees, officers, and employees from liability for any and all claims arising out of such loss or damage. The Lender is entitled to no more than the declared value in Loan Agreement for the items being loaned. The Exhibitor shall not be responsible for any indirect losses to the Lender, including but not limited to the loss of income or use. The Lender agrees to cooperate with the Exhibitor and the Exhibitor's insurers in the claim settlement process. The Exhibitor shall be responsible for any losses of bodily injury arising from the exhibit while in the Exhibitor's custody except for claims arising from the exhibits inherent risks not disclosed by the Lender. 2) The Lender will insure the items for the amount of value or retail price declared by the Lender in Loan Agreement against all risks of physical loss or damage for which commercial property insurance is available while the items are on location under the Exhibitor's custody. The Lender agrees that, in the event of loss or damage, recovery shall be limited to the direct damage, of such amount as may be paid by the insurer, either for repair or replacement, hereby releasing the Exhibitor, its trustees, officers, and employees from liability for any and all claims arising out of such loss or damage. The Lender and its insurers agree to waive their rights of subrogation against the Exhibitor. The Exhibitor shall not be responsible for any indirect losses to the Lender, including but not limited to the loss of income or use. The Exhibitor agrees to cooperate with the Lender and the Lender's insurers in the claim settlement process. The Lender shall be responsible for any losses of bodily injury arising from the exhibit while in the Exhibitor's custody. Lender shall provide the Exhibitor with an original certificate of insurance for property coverage. The certificate of insurance shall also include general liability insurance with the Exhibitor noted as an additional insured.

**Early Removal**

Texas Wesleyan reserves the right to withdraw objects(s) from display at any time for space or other consideration.

**Possession**

Loans will remain in the possession of Texas Wesleyan and be the responsibility of Texas Wesleyan until returned to the Lender.

**Ownership**

It is the responsibility of the Lender to give written notification to Texas Wesleyan of change of address or change of ownership of object(s) on loan to Texas Wesleyan.

**Returns**

The Lender shall accept return of the work on tender by Texas Wesleyan within a reasonable, agreed upon period of time, usually within one month of ending exhibition date unless the Lender or Borrower are otherwise notified in writing. Unless Texas Wesleyan is notified in writing, loans will be returned to the owner at the address stated on the face of the loan agreement or at the point of pickup. If change in ownership occurs, and Texas Wesleyan has been notified in writing, costs above and beyond the original shipment forecasts will be the responsibility of the new owner unless otherwise negotiated.

**Unclaimed Loan/Abandoned Property**

Upon expiration of the loan, the objects will be released to the Lender according to the Lender's instructions. If, after 90 days, Texas Wesleyan is unable to contact the Lender following expiration of the loan and no special arrangements have been made for the return of the loan, the objects will be placed in storage at Lender's risk and expense, and insurance coverage by the borrower discontinued. In case of change of legal ownership during the loan period, the new owner will be required to establish his or its legal right, title and interest in and to such objects by proof satisfactory to Texas Wesleyan will follow Texas law in regards to abandoned property. If the signed receipt is not returned within 30 days of issue, Texas Wesleyan will consider that the condition of the objects as noted and returned is acceptable to the owner/receiver and that subsequent claims for damage will not be filed.

**Sales**

If art displayed in the Templeton Gallery is for sale, all inquiries will be directed to the artist or designated person, curator or gallery specified by the artist in writing. The University will not actively promote any sales nor will the University receive any compensation for any sales resulting from the exhibition.

**I have read the foregoing agreement and agreed to the terms and conditions of this Exhibition Agreement.**

*(Please sign on the appropriate lines below)*

Individual Artist: \_\_\_\_\_ Date: \_\_\_\_\_

**Organization**

Name and Contact Person: \_\_\_\_\_ Date: \_\_\_\_\_

Curator: \_\_\_\_\_ Date: \_\_\_\_\_

**Artist/Group**

Representative: \_\_\_\_\_ Date: \_\_\_\_\_

University Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**Please complete this form, sign, and return to:**  
Kit Hall, 1201 Wesleyan St, Fort Worth, TX 76105  
khall@txwes.edu, 817-531-4984  
*(A signed copy will be returned to you.)*

**EXHIBITION LIST**

*(Please print and add an attachment if more is needed)*

1. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

2. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

3. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

4. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

5. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

6. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

7. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

8. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

9. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

10. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

11. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

12. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

13. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

14. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

15. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

16. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_

17. Title: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Medium: \_\_\_\_\_

Value: \_\_\_\_\_