



The City Library
THE SALT LAKE CITY PUBLIC LIBRARY SYSTEM

Art Exhibit **Call for Entries**

The City Library hosts art exhibitions at all of our locations to expose residents to new art forms and ideas, to foster creativity and inspire curiosity, and to provide exhibition opportunities for the artistic community. Exhibits are chosen by a staff committee according to the needs and interests of the community, the variety of shows, the artistic quality of the works, and the suitability of format for each library's physical space. If you wish for your art to be considered for exhibition at one of our libraries, please read the following information and instructions.

SUBMISSION DEADLINES: APRIL 10 & OCTOBER 10

Please submit your portfolio within the two weeks prior to the deadline. Artists will receive notification of acceptance or rejection within four weeks following these deadlines.

HOW TO SUBMIT A PORTFOLIO FOR CONSIDERATION

The City Library accepts portfolios by physical and electronic application. Only submit one application per call for entries period.

PHYSICAL SUBMISSION INSTRUCTIONS

Artists are invited to deliver or mail their submission to the City Library location where they most prefer to exhibit their work. *Please submit only one portfolio to a single location.* If not selected for exhibition at the preferred location, an artist's entry will be considered for other library locations. Physical submissions should include the following items:

- A completed Art Exhibit Application Form (attached)
 - An artist's statement and résumé or biography
 - A portfolio of 10–20 images of work that can be exhibited as a unit. Images may be submitted as printed photographs or on a CD. Images should be well-lighted with artwork photographed against a neutral background. If submitting photographs, please submit in a transparent plastic holder. For each photograph, include the artist's name, medium, size, and direction of viewing. If submitting images on a CD, each image must be submitted as an individual high-quality JPEG file. Images should also be listed on a separate sheet with the artist's name, title, medium, and size in the same order as on the CD. CD must be readable on a PC.
 - If you would like your portfolio returned to you after the selection process, include a self-addressed, stamped envelope.
-

ELECTRONIC SUBMISSION INSTRUCTIONS

Artists are invited to submit their portfolio for consideration through the Art Exhibit Submission Form on The City Library's website: **slcpl.org/callforentries**. Electronic submissions should include the following elements:

- A completed Art Exhibit Online Submission Form
- An artist's statement and résumé or biography
- A portfolio of 10–20 images of work that can be exhibited as a unit. Images may be submitted as a Flickr Set or a unique webpage. Images should be well-lit with artwork photographed against a neutral background. Please include information about the dimensions of each work in the image descriptions.

WHEN A SUBMISSION IS ACCEPTED

- The City Library will install the exhibit and produce a label for each piece of artwork listing title, medium, and date. The library does not print prices on artwork labels but will provide a price list to patrons upon request.
- The City Library will produce postcard-sized show announcements.
- The City Library will assume responsibility for damage or losses for an appraised value not to exceed \$3,000 per piece while items are exhibited.
- The Artist will provide the library with digital images for use in promotion of the exhibition.
- The Artist will provide the library with a resume/biography, artist's statement, and a list of titles and prices.
- All sales inquiries are referred to the artist or their representative; The City Library does not facilitate sales transactions.
- The City Library will provide an exhibition agreement to be signed by the artist and a library representative.
- The Artist will sign a City Library exhibition agreement. If the artist is 18 years old or younger, the exhibition agreement must also be signed by a parent or legal guardian.
- If artwork is two-dimensional, the work must be wired and ready for hanging.
- The library provides locking cases and pedestals for small three-dimensional works.
- All artwork will remain on exhibit for the duration of the show.
- The library may choose to sponsor an opening reception, artist's workshop, or presentation during the run of the exhibit.

*For additional information, visit **slcpl.org/callforentries** or call **801-524-8200**.*

Art Exhibit **Application Form**

Name _____

Address _____

Email _____ Phone _____

Website _____

Dates Available _____

All City Library locations have exhibition spaces. **Please rank the locations below in order of preference, with number 1 being your top choice.** If you are not interested in being considered for all locations, mark only the ones for which you wish to be considered. *Please note that your chances of being chosen for an exhibit are enhanced by your willingness to be considered for multiple locations. Please submit one portfolio at only one location per call for entries. Artists who have exhibited at a City Library location will not be considered for exhibition within two years of their previous exhibition.*

Main Library

☐ The Gallery at Library Square
Main Library, Level 4

☐ Special Collections
Main Library, Level 4

☐ Teen Gallery
Main Library, Level 2

☐ Children's Gallery
Main Library, Level L1

☐ Lower Urban Room Gallery
Main Library, Level L1

Branch Locations

☐ Anderson-Foothill Branch
1135 South 2100 East

☐ Chapman Branch
577 South 900 West

☐ Day-Riverside Branch
1575 West 1000 North

☐ Glendale Branch
1375 South Concord

☐ Marmalade Branch
280 West 500 North

☐ Sprague Branch
2131 South 1100 East

☐ Sweet Branch
455 F Street

Check one of the following:

☐ I am submitting a self-addressed, stamped mailer for my portfolio to be returned.

☐ I do not want my portfolio returned.

☐ Please call me and I will pick up my portfolio.

Locations

Main Library

210 East 400 South
Salt Lake City, UT 84111
801-524-8200

Glendale Branch

1375 South Concord
Salt Lake City, UT 84104
801-594-8660

Anderson-Foothill Branch

1135 South 2100 East
Salt Lake City, UT 84108
801-594-8611

Marmalade Branch

280 West 500 North
Salt Lake City, UT 84103
801-594-8680

Chapman Branch

577 South 900 West
Salt Lake City, UT 84104
801-594-8623

Sprague Branch

2131 South 1100 East
Salt Lake City, UT 84106
801-594-8640

Day-Riverside Branch

1575 West 1000 North
Salt Lake City, UT 84116
801-594-8632

Sweet Branch

455 F Street
Salt Lake City, UT 84103
801-594-8651



The City Library

THE SALT LAKE CITY PUBLIC LIBRARY SYSTEM
