

## ASU GAMMAGE ART EXHIBITION RULES AND REGULATIONS

Artists displaying their exhibits in ASU Gammage must comply with the following rules and regulations:

1. The ARTIST or ART GROUP is required to install and remove their artwork, in the exhibit, on the scheduled day and time.
  2. The ARTIST or ART GROUP is responsible for providing all the necessary hanging supplies, i.e. hanging wire, tools and personnel for the installation and the removal of the exhibit.
  3. ASU Gammage does NOT provide or arrange for wire, tools, additional hanging supplies or labor needed for the installation/removal of the exhibit.
  4. ALL artwork displayed in ASU Gammage must hang on the walls. NO freestanding artwork will be accepted.
  5. ALL artwork must be able to accept wire in order for it to properly suspend from the S-shaped mounting hooks provided by ASU Gammage. **Under no circumstances will the artist be allowed to insert nails or any other objects into the walls on which to mount their artwork.**
  6. The ARTIST or ART GROUP must present a list of all artwork and the individual insurance values for each piece of art in the exhibit, on the day the exhibit is installed. This ensures that the exhibit is insured by the University.
  7. The ARTIST or ART GROUP will provide their own Title Cards.
  8. PARKING: Parking Meters are available around the perimeter of ASU Gammage. All other parking in or around ASU Gammage that is NOT metered is restricted to decal permit parking only. On the scheduled day an art exhibit is being installed or removed, arrangements may be made with the Exhibit Coordinator for parking. At no other time will arrangements be made for parking at ASU Gammage. Any tickets issued by ASU Parking Services are the responsibility of the ARTIST and/or it's patrons.
  9. ALL artwork must be installed/removed on the day and time as scheduled since Gammage does NOT have any proper or secure storage space available.
  10. Smoking, food or drinks are NOT allowed in ASU Gammage.
  11. Any installation, repairs, re-hanging, removal, etc. must be approved by the Exhibit Coordinator and an appointment set. Under NO circumstances will any of the afore mentioned be done during an event.
  12. The exhibit is available for viewing for ticket holding patrons attending performances at ASU Gammage. Due to the increasing demands on the auditorium for events, event set-up, rehearsals and maintenance, public viewing of the art exhibit is available on Mondays, 1:00-4:00PM or through special arrangement by calling (480) 965-6912.
  13. If the ARTIST wishes to have the exhibit publicized, preliminary information must reach the Exhibit Coordinator SIX (6) WEEKS before the exhibit is scheduled to appear in the lobby. This information is forwarded to the ASU Media Relations who then forwards a press release to magazines and newspapers. Materials needed include Resume, Artist's Statement, descriptions of the artwork and any other information you feel is important for the public to know regarding the exhibit.
- NOTE: Any materials provided to the ASU Media Relations will NOT be returned.**

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14. ASU Gammage provides a table in the lobby for information (i.e. artist biography, statement, business cards, etc.) regarding the current exhibit. The ARTIST or ART GROUP must supply and restock the art table as needed.
15. ASU Gammage is a performing arts center and public facility. Security is not provided in the form of cameras, alarms or guards.
16. Weight and Size restrictions will apply to all artwork to be exhibited in ASU Gammage.
17. Any Shipping/Handling costs will be the responsibility of the ARTIST.
18. ARTWORK will NOT be accepted prior to the installation day and time as scheduled.
19. ARTWORK will ONLY be released to the Artist or Art Group Coordinator, unless Gammage has received written authorization from the Artist or Art Group Coordinator releasing the art to another party. ALL artwork must be removed on the day and time as scheduled.
20. A period of two (2) years must elapse after an artist exhibits before they will be considered for another exhibition.
21. There will be restrictions that apply because of the wide range of patrons we could expect to visit ASU Gammage, we will need to review the art from each artist to determine whether it is appropriate.

Failure to comply with art exhibition rules and regulations will result in immediate cancellation and/or removal of the Art Exhibition.