



Rules & Regulations For Exhibiting Members' Works At Fairfax Art League Events

The Board of Directors of the Fairfax Art League has adopted the following hanging rules and procedures for exhibiting members' works at Fairfax Art League events.

Original Art:

Only original limited edition artwork will be accepted for exhibit at all Fairfax Art League shows, exhibits and events. Original artwork shall include, yet is not limited to paintings, drawings, assemblages, collage, silkscreen, serigraph, lithograph, etching, woodcut, photography, fiber art, sculpture, pottery, free-standing pieces, installation pieces and computer generated artwork. Crafts projects are excluded. Original limited edition artwork must be signed and numbered. Digital photographs and computer generated art must use the artist's unaltered files. Original artwork does not include unsigned and un-numbered reproductions of paintings such as posters or any computer generated mass copies created by photocopying. If there are any questions about what constitutes original art, please direct them to the FAL Board of Directors.

Art Content:

A piece of artwork may be accepted or rejected regardless of content or medium if it is deemed inappropriate for any reason under Fairfax Art League Hanging Rules & Procedures. Since the Fairfax Art League primarily exhibits in publicly owned and donated retail spaces, each designated venue must be family-friendly. The Fairfax Art League Board of Directors requires that artists submit tasteful and professional work. Artwork that endorses political campaigns, parties or candidates or in any other way violates the FAL's non-profit status is prohibited. Artwork containing copyright protected symbols or names may be disallowed. In all cases, the Fairfax Art Gallery Directors, the FAL President or a designated representative is empowered to make the final decision on whether artwork is acceptable for hanging at FAL shows, exhibitions and special events.

PRESENTATION

Artwork:

- All works of art must be dry and completed.
- All artwork must be signed by the artist.
- If used, mats must be clean, framed under glass or Plexiglas or within a protective plastic sleeve
- Artwork that is gallery wrapped is acceptable if it meets with the following criteria:
 - It is canvas that is commercially sold as gallery wrapped.
 - There are no fasteners appearing on the sides of the artwork.
 - The sides of the artwork are painted.

Frames:

- All frames must have eye screws or equivalent hardware and wiring. Saw-toothed hangers or clip hangers are not acceptable.
- Frames must be in good condition without chips and scratches.
- Corners must be tight.
- Glass or Plexiglas must not be broken, cracked, scratched or chipped.

Fiber Artwork:

- Must have appropriate hangers or wire that will not be seen from the front.
- If hung on a pole or bar, an attractive attachment must be installed to allow the piece to be safely hung from a panel.
- The attachment may not be something that may tear or otherwise damage the panel covers or gallery walls.

Size & Media Restrictions:

- Size and media restrictions will be determined based on the characteristics of the venue
- The same piece of artwork may not be exhibited in the same gallery for more than two consecutive shows.

The Village Gallery:

- Currently, artwork is not restricted by size. However, if in doubt artists may check with the Gallery Directors to make sure a piece is acceptable prior to a show change day. If a piece of artwork brought to a gallery for a new exhibit does not fit due to size, it cannot be displayed.

Old Town Hall Gallery:

- Maximum Sizes: No artwork presented for hanging more than 45" wide horizontally and 72" long vertically, including the frame is to be hung.
- No artwork is allowed to hang over the edges of the art panel walls.
- Minimum Sizes: No artwork presented for hanging is to be less than 6" x 6" including the frame.
- Weight: No artwork is to weigh more than 40 pounds.
- Generally only artwork that can be hung on flats or in a bin will be allowed in a show, except for special shows such as the Spotlight Show which accepts sculpture.

Artwork Labels: All art presented for display will be labeled as follows:

- A permanent label on the back of each piece needs to have the following information:
 - Artist's Name: Address & Telephone Numbers are optional
 - Title of Piece
 - Medium
 - Price

Each piece of artwork is to be accompanied by a Fairfax Art League official hanging label. The label with this information is to be prepared by the artist during the sign-in on hanging days and placed with the artwork to identify it.

Art Bin Pieces:

Artwork will be accepted for placement in bins at both the Old Town Hall Gallery and The Village Gallery. Artists wishing to place work in bins must have displayed artwork at that gallery in the current month or within the previous three months.

All Art Bin Pieces:

- Must be original limited edition art
- Must be of reasonable size to fit into gallery bins or in bins provided by the artist.
- The Gallery Director has the right to accept or reject extra artist's bins and pieces that are too large.
- Artwork must be matted and shrink wrapped or within a clear plastic sleeve and/or otherwise protected.
- Flat gallery wrapped, matted and unframed pieces are acceptable.
- Framed artwork or stretched canvas artwork is not allowed in bins
- Each piece of artwork will be provided with a FAL Hanging Label that will be prepared by the artist and placed with the artwork during sign-in of works on hanging days. Each label must contain:
 - Artist's Name
 - Title of Piece
 - Medium
 - Price

Gallery Registration Books:

Artist will sign in their work during show change days on the Fairfax Art League Log Sheets within the Registration Book provided by the Gallery Director.

Artwork Acceptance:

Gallery Directors have the right to accept or refuse any artwork for hanging that they deem acceptable or unacceptable for any reason. Refusal is in no way a judgment on the artist or the quality of the artwork. The artist is welcome to exhibit again in another FAL show with a different accepted piece.

The Log In Page available at galleries during drop off signifies the artist's agreement with the following procedures and regulations:

Damage or Loss:

The artist understands and agrees that the Fairfax Art League is not responsible for any loss, damage, breakage or theft of any artwork left for exhibit at Old Town Hall, The Village Gallery or any other exhibition space provided and/or endorsed by the Fairfax Art League.

Art Pick-Up:

The artist agrees to promptly pick up his/her artwork at the scheduled conclusion of the exhibit. Unless previous arrangements are made with the Gallery Director, work left after the conclusion of the exhibit will become the property of the Fairfax Art League after 60 days. Fairfax Art League will provide written notice to the artist at the address and/or email address on record. Sixty days after such notice, Fairfax Art League may dispose of the artwork, including donation, sale or destruction, as FAL sees fit.

Fairfax Art League Hanging Fees:

Artwork may be displayed at no cost at regular monthly and two-monthly shows at the Village Gallery and the Old Town Hall. With the exception of featured artists who may display several pieces of artwork, the number of pieces accepted for hanging may be limited by space as designated by each Gallery Director. Artists may contact the appropriate Fairfax Art League Gallery Director if in doubt.

Special Old Town Hall Art Shows:

Separate and different hanging fees will apply to the Spotlight On The Arts exhibition, the FAL Holiday Show and may apply to other FAL events.

Additional Hanging Opportunities:

Additional venues including the City of Fairfax Regional Library, the Simis Gallery and the Rotary Gallery in the Stacy C. Sherwood Community Center as well as any other designated community and business galleries may become available. Due to circumstances some may be subject to hanging fees.

Artwork Sales:

Artwork that is not for sale may be exhibited at Fairfax Art League events unless a particular event is designated by the Fairfax Art League as "All works must be for sale." The Fairfax Art League charges a 25% commission on all artwork sold at the Village and Old Town Hall Galleries and will collect any necessary taxes, before paying the artist. Different rules may apply to artwork exhibited at other venues.

Removal Of Artwork Before The End Of Any Exhibit:

No artwork that is on display may be removed by the artist from any exhibit before the scheduled end of the exhibit without special permission from the Gallery Director. In the event that any artwork is sold, it may be removed from the exhibit and the artist will be invited to display a new replacement piece until the termination of that particular exhibit.

Holiday Show:

The December Fairfax Art League Art Exhibit and Show held at the Old Town Hall is known as the "Holiday Show." Fairfax Art League members may rent up to two panels to display as many pieces of artwork as will fit on each acquired panel provided that the artwork meets Old Town Hall size restrictions and does not overload the flat.

Unless otherwise available, only one of the two panels rented may be a large panel. The small panels are three feet wide and large panels are four feet wide. Panels are rented for a fee on a first-come, first-served basis by making reservations with the Show Chairman or Gallery Director. Information including fees, registration and stipulations for the Holiday Show will be available on the Web, in the newsletter and in other promotional publicity.

Spotlight Art Show:

The FAL Spotlight On The Arts Show is held at the Old Town Hall in conjunction with the City of Fairfax Spotlight Festival and conforms to FAL hanging guidelines. Sculpture is permitted. Hanging fees will be charged. Information including fees, registration and stipulations for the Spotlight Show will be available on the Web, in the newsletter and in other promotional publicity. Show registration traditionally begins in February.

Fairfax Art League Gallery Sitting & Hours:

FAL Gallery Directors are responsible for keeping each gallery open to the public for as many hours as feasible. A sitting schedule will be kept at both galleries and be available for artists to sign up when pieces are dropped off. All members may sign up to sit on Sign-up Genius on the Fairfax Art League Website at <http://www.fairfaxartleague.net/membership/>

Important Notice: If an artist is not available to sit his/her designated shift, it will be the artist's responsibility to find a replacement. Artists who sign up to sit at the gallery and do not fulfill their obligation may be subject to having their artwork removed from the show or their work may not be accepted at a future show.

Old Town Hall Gallery: Hours are Monday through Thursday, 10:30 AM to 2:30 PM. Shifts are 10:30 AM to 12:30 PM and 12:30 to 2:30 PM. Gallery sitting by artists showing their work is encouraged. Shows are one and two months long.

The Village Gallery: The Village Gallery is open Friday 5-9 PM, Saturday 10 AM-6 PM and Sunday 1-5 PM and is staffed by member artists. Shows are two months long. For every piece hung at the Village Gallery, the artist is required to provide four hours of gallery sitting time to be scheduled over the two-month show period.

Gallery Directors' Authority:

The Gallery Directors have authority to apply and interpret Fairfax Art League gallery rules, hanging guidelines and procedures, refuse any artwork or hanging for exhibit and to arbitrate any issues that may arise among the artists or gallery visitors.

Featured Artists at Fairfax Art League Receptions:

Members are invited to be a 'Featured Artist' at either of the Fairfax Art League Galleries in any open calendar month. Gallery Directors will select featured artists and announce them in advance. Featured artists will be invited to submit and hang a substantial amount of artwork. Gallery Directors will help accommodate special shows as space is available. Featured artists will be allowed to bring signage, banners, counter cards, media kits, biographies, promotional materials, easels, bins and business cards. Featured artists will host, promote and publicize an opening reception.

Opening receptions at the Old Town Hall are traditionally held on the second Thursday of the month from 7-9 PM. Village Gallery receptions are traditionally held mid-month on a Saturday, 7-10 PM.

All members of the Fairfax Art League are encouraged to bring food and refreshments to support receptions for the featured artists shows and regular shows. Featured artists will receive a reimbursement of up to \$175 to help offset costs for the reception (including the cost of a liquor license, which must be displayed at the event). The artist must submit receipts and a completed reimbursement form to the treasurer for reimbursement.

Communications Of Hanging Rules, Guidelines & Procedures:

These rules and procedures shall be published and made available as follows:

- Upon request by any current or prospective new member
- Posted on the Fairfax Art League website.
- Selected information and a link to the full document to be published in the Newsletter at least once per year.
- Displayed at all venues during show changes

Optional Artist Agreement signature pages follow



Artist's Agreement For Hanging In The Fairfax Art League Galleries & Venues

Fairfax Art League Copy

I have a copy of the Fairfax Art League Hanging Rules, Guidelines & Procedures. I understand these rules and agree to abide by them. I also understand that the Fairfax Art League and the Gallery Directors have the right to accept or refuse any artwork for hanging that they deem acceptable or unacceptable for any reason. Refusal is in no way a judgment on the artist or the quality of the artwork. The artist is welcome to exhibit again in another FAL show, with a different accepted piece.

Responsible care will be taken of all artwork. The Fairfax Art League will not be responsible for damage, loss or theft of the artwork, while it is hanging or displayed in Fairfax Art League venues. The artist accepts responsibility to show artwork at his/her risk.

Name Signed:

Date:

Name Printed:

Address:

City, State & Zip Code:

Telephone Number:

Cellular Telephone Number:

Email Address:

Website:



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