

# Art Gallery Information and Application

Got art? We can display it!



## Art Gallery Frequently Asked Questions

### Why is the library displaying art?

The library is an easily accessible community gathering place which makes it an ideal public venue for art. The three major goals of displaying art in the library are to enhance the environment for library patrons, to promote local and regional art and artists, and to support the library's cultural mission in the community.

### Where is the Art Gallery?

The Heights Libraries Art Gallery is located on the first floor of the west side of the Lee Road branch.

### Who can apply and what is the timeline?

Anyone can submit an application (see next page) at any time. Shows are selected and scheduled on a rolling basis.

### Who installs my exhibit and how long will it be up?

You are responsible for installing and taking down your exhibit. An installation date and take-down date will be set up based on your ideal dates and the gallery availability. Shows usually run for one month.

### How much art do I need?

The number of pieces varies based on size, but usually artists bring 10-15 pieces. All work must be original, framed, and must be mountable on the mounting strip in the gallery.

### Can I sell my artwork?

Yes. Our policy requires that you agree to donate 10% of sales to the FRIENDS of the Heights Libraries. All sales must be handled through the artist and take place outside of the library.

### Can I have an art opening?

Yes. You can host an opening during regular library hours. The library will provide up to 2 tables and 10 chairs. Food is permitted, but no alcohol. Music is permitted but must be played quietly. Set up and clean up must be done by the artist.

Our art gallery gives local artists a place to shine.

# Artist Application

Interested? Tell us about yourself and your art. Please fill out this form and submit it with photo images that are representative of your work. Email your information and images (in .jpg format) to [communicationscoordinator@heightslibrary.org](mailto:communicationscoordinator@heightslibrary.org)

## Artist

Name: .....

Address: .....

.....

.....

Email: .....

Phone:.....

## Artwork

Medium: .....

Description of Works: .....

.....

.....

.....

.....

.....

.....

.....

.....

.....

When are you interested in displaying your work?.....

.....

.....

### Mail to:

Cleve. Hts. – Univ. Hts. Public Library  
Attn: Communications Coordinator  
2345 Lee Road  
Cleveland Heights, OH 44118

### Email to:

[communicationscoordinator@heightslibrary.org](mailto:communicationscoordinator@heightslibrary.org)

### Questions?

Call (216) 932-3600 ext. 1250

