

## **ART IN PUBLIC PLACES – HIGHLIGHTS OF AGREEMENT**

### **2004-2005**

#### A. Membership & Participation:

- i. To participate in AIPP, businesses must be current dues paying members of CAH
- i. To participate in AIPP, business venues must agree to show the scheduled artist and at the scheduled time frame.
- ii. Show schedules will be set by the AIPP coordinator and finalized within two weeks of the beginning and middle of the year. All venues who have a particular artist or time they wish or wish not to have an exhibit, they **MUST** communicate this information to the Coordinator by Jan 15, 2004 (for the first 6 months) and July 15, 2004 (for the second 6 months) and accommodations will be made at that time.
- iii. Venues must agree to participate for the entire year. If unable to complete their show schedule, venues must give a one-rotation notice to the Coordinator.
- iv. Venues must have room for at least 5 medium pieces of artwork in order to participate

#### B. Shows

- i. Venues may make special request as to the type of art they wish to have shown or not shown at their location. Every effort will be made by the coordinator to accommodate requests.
- ii. Venues may have one 'by' each year where they can decline the artwork of one of their scheduled artists. This 'by' must be called in to the Coordinator directly and a replacement artist will be found.
- iii. If a venue declines more than one artist in a year, the venue will be asked to temporarily leave the program until the following year.
- iv. Venue contacts must be responsive, return phone calls in a timely manner and work with the artist to ensure all shows are rotated within the first two weeks of a scheduled show. If an artist is unable to contact the venue during the first two weeks of a scheduled show to hang their work, they are not obligated to complete that rotation.
- v. Venues must be secured at night and the artwork must be placed in areas where staff or surveillance is available during normal working hours.

**ART IN PUBLIC PLACES – BUSINESS VENUE AGREEMENT**

This **AGREEMENT** is by and between the Council for the Arts of Herndon, hereinafter referred to as the **(COUNCIL)** and the member **(BUSINESS)** of the **COUNCIL**.

The **TERMS and CONDITIONS** of the **AGREEMENT** are as follows:

1. The **COUNCIL** requests that each **BUSINESS** be a member in good standing of the Council for the Arts of Herndon.
2. The **BUSINESS** will provide space for at least 5 pieces of art work and a sign to be hung with each exhibit, crediting the **COUNCIL** (with phone numbers for general information).
3. The **BUSINESS** will provide a safe and secure location for the exhibit and take all reasonable care to ensure no damage or loss occurs to the art works on display.
4. The **BUSINESS** may make special requests as to the type of art work to be exhibited or specifically not exhibited at their location. Every effort will be made by the program coordinator to meet these requests but not guaranteed.
5. The **BUSINESS** agrees to decline an exhibit no more than once a year and if wishing to do so, the **BUSINESS** must contact the Program Coordinator directly.
6. The **BUSINESS** must be responsive to the artist in arranging exhibit hanging dates and removal dates. Artists unable to schedule an exhibit hanging date within the first two weeks of the exhibit are not obligated to complete their scheduled exhibit at the business.
7. **BUSINESSES** must agree to participate for the full year and if unable to complete their exhibit schedule, **BUSINESSES** must give a one-rotation notice to the program coordinator.

**AGREED:**

\_\_\_\_\_   
For the Council of the Arts of Herndon

\_\_\_\_\_   
Date

\_\_\_\_\_   
Business Contact

\_\_\_\_\_   
Date

\_\_\_\_\_   
Business Name

Please give us the contact information for our artist:

Contact person \_\_\_\_\_

Phone numbers \_\_\_\_\_

E-mail address \_\_\_\_\_