

LOBBY & FOYER EXHIBIT POLICY

Overview of Emerson Lobby Gallery

Changing exhibits of wall-hung art are scheduled each year for the Emerson Lobby. Paintings, drawings, photographs, prints and mixed media works by regional artists are displayed. Due to the multiuse of the space and the need for fire escape, artworks will not be displayed on the Lobby floor space. Selections are based on educational and aesthetic value and reflect the diversity of regional artists and visitors of all ages and backgrounds. Materials that are perceived as “dangerous” or “illegal” are not appropriate for this venue. Actual weapons and subject matter that includes nudity are not permitted in this venue. Social and political commentary is commonplace art and therefore acceptable.

Lobby Gallery

The Emerson honors diversity and accepts a wide variety of artistic endeavors including both traditional and innovative art forms. Our exhibit selections serve the community and may include representational, narrative, symbolic and/or abstract art. The content of the artwork displayed will reflect the multiplicity of contemporary public discourse. Our exhibits represent the viewpoints and aesthetics of individual artists, not necessarily the Emerson. The Lobby Gallery traditionally does not show artists' work already adequately represented by Bozeman's retail galleries.

When occasionally we do show an artist's work that has representation by a local gallery, we discuss this issue with the artist to ensure non-duplication of exhibiting specific works. An artist having exclusive rights agreements with another agent or gallery must obtain written approval of such agent or gallery before the Emerson will exhibit her/his artwork.

Artist or Artist Representative Responsibilities

The artist or representative will sign a contract and provide an inventory/ price list of artworks that will be in the exhibit along with other background materials. The artist will ship, hand-deliver and/or retrieve their artwork by the agreed scheduled deadlines, unless other arrangements are made in writing. Artwork must be labeled with the artist's name, title, and price or NFS. The artist must accommodate the Emerson's installation protocol to ensure the safety of the artwork and the venue.

Installation and Curation of Artwork

The curator will collaborate with the artist in selecting a body of work appropriate for the exhibit venue. Artwork not well represented by previously submitted digital images or significantly divergent from artist's original application may be declined.

The artist will not show the same art pieces in the Weaver Room Gallery that have been previously shown in the Emerson building. The artist will contact Emerson staff with any special requirements for installation. Artwork will arrive ready for hanging. Emerson staff will follow ADA guidelines and safety requirements when installing artwork. Emerson staff will make the final decisions regarding the publicity, curation, text and installation of exhibits.

Background Information on Masonry Walls

The Lobby Gallery has both sheetrock and masonry walls. When possible, our monofilament installation system will be used instead of drilling into the masonry walls. Works should arrive with D-Rings installed two inches down on the back of all works.

Sales

A 40% commission will be retained by the Emerson on any work sold. The purchaser will pay the Emerson the total retail amount, and then the Emerson will pay the artist 60% of the price as listed, after the conclusion of the exhibition. The purchaser will pay all crating and shipping expenses as required.

Insurance:

Artwork in the Lobby Gallery is not insured.

Publicity, Receptions, Shipping, Honoraria:

The Emerson will submit regional press releases and list the exhibit on our website. The Emerson may hold an opening/closing reception if the opening date is in correlation with a regularly scheduled Art Walk or Emerson Open House event (May – September & December). The Emerson does not provide alcohol to the public during reception events.

Emerson creates one exhibit card containing all three galleries' exhibits; the Jessie Wilber exhibit being the feature. Extra announcements are available for the artists. Exhibitors are welcome to create exhibit announcements that include the Emerson's logo. The Emerson may pay the artist a stipend to help defray shipping costs and/or an artist honorarium when applicable.

Viewing of Artwork

Renters may use portable panels for display purposes and this may impact the viewing of the exhibit. When a renter has booked the space, the exhibit is not viewable by the public.

Security of the Artwork and Venue

Although the Lobby Gallery does not provide insurance to exhibiting artists, Emerson staff is diligent in protecting artwork. Lobby renters are advised (both verbally and in writing) that artwork should be treated, as it would be in a traditional gallery. Contracts with public renters require respect of artwork: artwork will not be touched or moved in any way. Renters are encouraged to preview art exhibits whenever possible and book the space accordingly. When an exhibit has not been scheduled and a renter books the room well in advance, they will do so with the understanding that the artwork is part of rental and will not be touched or removed. The curator will check the Lobby Gallery after public use, to ensure the security of the artwork and the space. The Lobby Gallery is equipped with a security camera.

- FLOOR TO CEILING HEIGHT = 12'6"
- WALL HEIGHT AVAILABLE FOR EXHIBITING = 8'3"
[8'3" is distance between museum rail and chair rail]
- Recessed plywood areas indicate where work is hung directly on the wall
- Art hung with nylon cord on museum rail requires d-rings or similar hardware, so we can use our security rings
- TOTAL LINEAR FEET AVAILABLE = 88'

