

# **Louisville Art Association**

## **Art in Public Places Program 2020**

### **Coordinators: Colleen Tucker & Monique Gray**

## **Guidelines for Exhibitors**

Please remember that LAA sponsors the Art in Public Places Program and that you are our ambassadors to the community whenever you participate in the program. We want to project a positive attitude so the community sees us as an asset to businesses and the public.

### **Before Hanging Your Artwork:**

1. Visit the venue if you haven't seen it before. This will help you figure out which of your pieces will work there. You may want to pack some additional hangers for some of the venues.
2. Choose content that seems appropriate for that setting. For example, select soothing, restful pieces for dental offices, select family-friendly subject matter for places where children are part of the audience, etc. If in doubt talk to the venue managers directly, and/or take samples of your work to show them.
3. Frame your work and affix wire to the back for hanging. If your pieces are very large or heavy, go to the venue to make sure their hangers will support your work. Most venues do not want you to put new hangers in their walls.
4. Prepare your artist's statement. It is better to have it framed or laminated.
5. Prepare your tags (LAA tag template on the website under member, and AIPP) and attach directly on each piece of artwork, or attach to the wall right next to each piece. If you use the wall, use the putty that comes off easily and doesn't leave any hole. Your tag should contain your name, contact information, price (if you wish to sell it), and the title of the piece.
6. Arrange with the venue manager a time and day for hanging your work. Some places don't care when you do this, but others prefer you hang at specific times when there is less activity. When you're contacted by the previous month's exhibitor at that venue, you and that person should coordinate when s/he will take down their work and when you can hang yours. If you don't hear from the other person, contact me.

## When Hanging your work

1. Introduce yourself to the venue manager(s). We ask that you project a warm, friendly, and appreciative attitude. The venues in our program are doing us a favor by hanging your work. If any problem arises, feel free to call the coordinators for assistance. While the venues do benefit from having free, original artwork to adorn their space, there are LOTS of artists around waiting to take our place.
2. Many venues would appreciate a small stack of your art-related business cards to have available if anyone asks. This also makes you look more professional.
3. Usually our agreement with venue managers is that interested buyers contact the artist directly to negotiate a sale. Other venues handle sales and take a commission. Be sure you understand the business arrangements and confirm them with the venue manager. When artists skip this, misunderstandings can easily occur. We want to avoid misunderstandings at all times.
4. Some venues (coffee houses, for example) are happy to host a reception for you where you invite your friends and family to come see your exhibit at a designated time and date, and the guests would presumably buy refreshments from the venue, rather than bringing their own food.

## Removing Your Artwork:

1. Artwork is to be removed at the end of the one month or two month period, according to the agreement LAA has with each particular venue. Usually this happens on the last day of the month, and may vary if this day falls on a weekend and the venue isn't open on that day.
2. Please coordinate with the next exhibitor so your venue isn't left with bare walls for more than a day or part of a day. If you plan to be away at the time your art is to come down, please arrange to remove it earlier or later by coordinating in advance with the next exhibitor. If any communication problems arise, feel free to call me for assistance.

## Venues:

- **Acne Lab**, 101 E. Chester St. Lafayette. (303 600 8361) 1 artist will hang for 2 months, 10-15 pieces. The owner wants the artist to think about the relationship of the pieces as though it were a gallery. Bring your own nails and hammer. No commission. You can have an open house but the artist will provide the amenities. From May to Sept. the artist is encouraged to participate in the second Friday art walk. The owner, Corrine, (Corinne@theacnelab.com) will do a media blast.

- **Bittersweet Cafe and Confections**, 836 Main Street, Louisville. (720-431-2051) The art hangs in 3 rooms, with space for approximately 16 larger and 12 smaller works. The sales are handled by the artist, and the café takes 20%. 1 artist hangs for 1 month at a time. The manager wants the artist to participate in the First Friday Art Walks from 6-9 PM. There will be a discount given to the artist for food and drink. The manager will advertise on social media for the artist. Call the manager, Azadeh, 303 257 2483 to make arrangements.
- **Cannon Mine Café**, 210 S. Public Rd., Lafayette. (303 665 0625). There is space for 20 pieces for 1 or 2 artists who will hang for 2 months. Use the existing hooks. The artists will need an artist statement and cards. The Café will charge a 20% commission and take care of the sales, cutting a check to the artist at the end of the month. The hanging and take down should happen between 1:00 and 5:00 PM.
- **Chamber of Commerce**, 901 Main Street, Louisville (303-666-5747) Art hangs at the reception desk area. 5 pieces, mostly medium sized (e.g., 16 X 20 framed, some can be small. Two-month rotation.
- **City Hall**, 749 Main Street, Louisville. (303-335-4533) Dawn Burgess, assistant to the City Manager. Art hangs on one wall on the second floor. 10 pieces depending on size. Two-month rotation.
- **Dana Music**, 901 Front St., Suite B150. (303 974 5586) contact, Katie McClave. This is a working music studio near the Art Underground. They participate in the Friday Art Walks and are on the map. 2 artists would share the hall space for 16 medium to large paintings for a 2 month rotation. The artist needs to sign an MOU (Memorandum of Understanding) which can be obtained from, the office manager, Erwin. Two-month rotation.
- **Louisville Chamber Concerts**, Sundays, September 23, October 14, and November 18 LAA artists will have the opportunity to show their work at the Louisville Chamber Concerts from 2:30 to 4:30. The artists will be introduced to the audience at the event and will hang 5 pieces. 1 artist could show both 2D and 3D, or 2 artists could show 2D and 3D separately. The LCC will provide a table for the 3D art. The artists could enter the building after 1:00 for the set-up. The artists are responsible for their own sales tax and the safe storage of LAA's cables.
- **Louisville Police Station Lobby**, 922 Via Appia, Louisville. In the Police Lobby 5 pieces will hang. Two-month rotation. The lobby is open 8:00 AM to 5:00 PM, Monday to Friday.
- **Louisville Public Library**, 2D art is hung on 2 walls and small 3D pieces may be displayed in the glass case. Up to 3 artists may show up to 18 pieces. Each artist must complete a library application form. One-month rotation. Contact Erin Owen. [eowen@louisvilleco.gov](mailto:eowen@louisvilleco.gov).

- **Louisville Recreation Center**, 800 West Via Appia, Louisville. (303-666-7400)  
Not available, but may be negotiated in the next couple of months.
- **Marketplace Dental**, 306 Center Drive, Superior (303 499 9555) hrs. M-Th, 7-7, F, 7-42 artists will hang for 2 months in the halls, consultation room, water and coffee station, and waiting area. Each artist can hang 11-15 pieces, the larger the better. Use the hooks provided. The take-down and put-up should happen around 5 PM. The office manager is Trish Jennings 303 499 9555.
- **Pro Alliance Real Estate**, 815 Main Louisville 303-920-1751, 2 months, 2 artists, LARGE PAINTINGS. More details to come
- **Lafayette Modern Smiles** 1217 Diamond Cir Ste1 303-449-0116 2 months, 2 artists, LARGE PAINTINGS. More details to come