



Guidelines for Showing at the Arcata Marsh Interpretive Center

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1. All artwork exhibited must be complementary to the Arcata Marsh & Wildlife Sanctuary's activities and mission. Art works must be a somewhat representational depiction of flora and wild fauna or landscapes of the Marsh or Humboldt Bay. Appropriateness of artwork will be determined by the Friends of the Arcata Marsh (FOAM) Exhibit Committee.
2. Artwork may be hung on the north and east walls only. All art must be hung using the installed hanging system of wires extending below a fixed rail. Please attach appropriate hardware to your artwork. The art tends to hang forward with this system, so the higher the wire is strung, the flatter the pieces will lay. No nails, pencil marks, or adhesives are allowed on walls, other than sticky putty supplied by FOAM. No free-standing easels or panels of any kind. A FOAM Board member or his/her designated representative must be present during the hanging of the show (but not during dismantling) to assist the artist with hanging and insure that guidelines are met. All work must be labeled with the title and either price or NFS.
3. Artists will provide and display an artist statement or biography that includes how to contact the artist for sales. No sales will be accepted by the staff of the bookstore. All artwork must remain up for the duration of time contracted, unless alternative arrangements are approved.
4. Artists should make a good faith attempt to preview the available wall space for hanging. Usually, 10 pieces should be included. If work is hung in a cluttered, crowded manner, FOAM reserves the right to re-hang it.
5. Opening receptions are not required and are the responsibility of the artist. If you wish to have a reception, contact Alex to arrange a date and time for reserving the building. All set up and clean up will be the responsibility of the artist. FOAM will distribute a press release to local media, but artists are encouraged to send out announcements directly to potential attendees. A FOAM Board member or his/her designated representative must attend the reception. If alcohol is to be served, the artist must reimburse FOAM for the cost of obtaining a one-day ABC permit (currently \$25 for serving either wine or beer and \$50 for serving both).
6. All artists must complete a Release of Liability form identifying each piece by name, size, price, and media or description and turn it in to the FOAM representative on the day of hanging.
7. The City of Arcata, FOAM, and their associates assume no risk. By acceptance of this agreement, the exhibitor and all his/her associates expressly release the City of Arcata, FOAM, and their associates from any and all liability for damage, injury, or loss to any work of art exhibited in the Arcata Marsh Interpretive Center. Please note: The Interpretive Center does not always have a staff person present. The building is occasionally rented out for special events and classes may be held there.
8. No commission is charged on sales, but donations to FOAM are tax deductible and greatly appreciated.
9. Each artist must submit a bio/statement and at least three digital (jpg) samples of work to be exhibited to Alex for publicity purposes at least 2 weeks before the show will be hung. Depending on the timing of your show, you may be requested to submit information earlier than that deadline, in order to include the information in FOAM's quarterly newsletter UPWIND.