

**THE ART SELECTION COMMITTEE FOR THE NEW
CHESTERFIELD TOWN OFFICE COMPLEX IS SOLICITING
ORIGINAL ART WORK FROM LOCAL ARTISTS FOR DISPLAY IN
THE NEW TOWN COMPLEX**

Local artists working in two-dimensional pieces are encouraged to apply to the committee for consideration. Only hanging pieces can be accepted. (paintings, photography, fabric, fiber).

Preference of art considered will be given in order of priority:

- a) Residents of the community (Chesterfield, W. Chesterfield, Spofford)
- b) Residents of the county
- c) Residents of the state
- d) Others

Artists interested in displaying in the Chesterfield Town Office Complex should contact Deb Hagancamp at 363-9999 or Cynthia or Francis Walsh at 363-4276 for further details. A copy of the **Display Artist Policy and Application** is available on the Town Website at www.nhchesterfield.com – go to *FORMS*.

Artwork will be exhibited for three months. Please submit a photograph or slide of the work(s) along with application on or before the following dates for exhibit for that quarter.

Submission

December 10
March 25
June 10
September 10

Exhibit

January 1 – March 31
April 25 – June 30
July 1 – September 30
October 1 – December 31

Application and supporting materials should be addressed to Chesterfield Art Selection Committee, Town Offices Chesterfield, NH 03443

Art Selection Committee

Deb Hagancamp Catherine Weil
Cynthia Walsh Francis Walsh
Susan Newcomer

TOWN OFFICE COMPLEX ART SELECTION COMMITTEE

PURPOSE & POLICIES

The Town Office Complex Selection Committee exists with the approval of the Chesterfield Select Board. The Select Board has the final decision on any hanging visual artwork displayed in the Town Office Complex.

The purpose of this committee is to solicit, select, approve, install and remove hanging visual artwork loaned or donated to the Chesterfield Town Office on a quarterly basis.

Committee membership and responsibilities:

1. The committee will be comprised of at least 5 town residents. Service on the committee is voluntary and by invitation.
2. Meet at least quarterly.
3. Assist artists with inspection, installation and removal of loaned works. (Assist in at least 1 installation and removal/year)
4. Develop a long-term loan/gift program of art. To insure the aesthetic beauty of our town office complex.

Committee Policies:

Hanging visual arts displayed in the Chesterfield Town Office Complex will be:

1. "G" rated
2. Approved by the majority of the committee. If a submitted piece is of concern, the final decision will be that of the Select Board.
3. Hanging visual art will be solicited from local artists, preference given (in order of priority):
 - a. Residents of the community
 - b. Residents of the county/area
 - c. Residents of the state

4. Individually inspected by the artist and a committee member at installation. Any damage or defects will be noted on the loan agreement. The loan agreement signed by the artist and the committee member. The same procedure is followed upon removal of artwork.

DISPLAY ARTIST POLICY

1. Artists displaying work in the Chesterfield Town Office Complex will:
 - A. Submit a photograph of the hanging visual art to be displayed at least 1 month prior to installation. Size of the art work to be displayed should be included at this time.
 - B. Submit only "G" rated art for display
 - C. Upon installation, submit on a single sheet of paper a typed brief biography and a numbered list of artwork being displayed. Include in the artwork list any pertinent information describing the art i.e. title, location, medium, and price (if for sale). See sample format attached.
 - D. Assist a committee member in installing and removing their individual work.
 - E. Inspect each piece to be displayed with a committee member prior to installation, noting any damage or defects on the installation sheet. The artist and installing committee member will then sign the sheet.
 - F. Inform the committee if a piece is sold. A red dot will be applied to the frame of the piece and "sold" will be written next to the description.

Section C Sample:

Name
Address
Contact information

Brief biographical note describing your background.
Works being displayed

1. Title, medium, price
2. Location
3. Continue with the list of descriptions

Chesterfield Town Office Complex Art Loan Agreement

I, _____, am loaning the Artwork noted below to the Chesterfield Town Office Complex for the period of

_____ through _____. I understand and will abide by the Display Artist Policy.

WHEREAS, the undersigned desires to place on display at the Chesterfield Town Office Complex, Chesterfield, New Hampshire, the items listed; and

WHEREAS, The Town of Chesterfield, by and through the Select board and/or the Town Agent, has advised the undersigned that Town of Chesterfield will allow said items to be placed on display at the Town Office Complex provided that the undersigned will indemnify and hold harmless the Town of Chesterfield from and against any and all liability for damages occasioned by or to said items listed.

NOW, THEREFORE, in consideration of the premises and the permission by the Town of Chesterfield to display the items listed in the Town of Chesterfield Town Office Complex, the undersigned hereby agrees to indemnify and hold harmless the said Town of Chesterfield against any and all liability, loss, damages, costs or expenses occasioned by or to the said items listed which the undersigned may hereinafter incur, suffer or be required to pay, said items to be displayed being as attached.

IN WITNESS THEREOF, the undersigned has executed this Indemnity Agreement on this the _____ day of _____ 200_____.

Signature

Signed, Sealed and Delivered in the Presence of:

Notary

Chesterfield Town Office Complex Art Loan Agreement

Artist: _____

Contact Information: _____

Number & Title	Date Installed	Date Removed	Est. Value *		Photograph Attached

*Not to exceed insured value

Date installed: _____

Date removed: _____

Artist; _____

Artist: _____

Committee
Member: _____

Committee
Member: _____