

**ARTIST APPLICATION  
EXHIBIT AT THE VISTA CIVIC GALLERY**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Artist Group (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Web Site Address: \_\_\_\_\_

**TWO-DIMENSIONAL EXHIBIT** \_\_\_\_\_ Media \_\_\_\_\_

Please indicate if you have enough 2-D work for a solo exhibit: (25-30 works) Yes \_\_\_\_\_ No \_\_\_\_\_

If not, you may partner with another artist: 2<sup>nd</sup> Artist Name \_\_\_\_\_

What months are you not available to exhibit? \_\_\_\_\_

Are you willing to exhibit with a complimentary artist? \_\_\_\_\_

Show Content: \_\_\_\_\_

**THREE-DIMENSIONAL EXHIBIT** \_\_\_\_\_ Media \_\_\_\_\_

Please indicate if you have enough 3-D work for a solo exhibit: (six exhibit cubes)

Yes \_\_\_\_\_ No \_\_\_\_\_ (Please call 760-639-6151 for appointment to discuss content and portfolio).

If not, you may partner with another artist: 2<sup>nd</sup> Artist Name \_\_\_\_\_

What months are you not available to exhibit? \_\_\_\_\_

Are you willing to exhibit with a complimentary artist? \_\_\_\_\_

Show Content: \_\_\_\_\_

**\*Please note: A maximum of two (2) solo exhibits per calendar year may be approved in the gallery.**

**PROCESS**

Applications are processed by the Public Arts Commission and city staff.

**SUPPORT MATERIALS**

- Provide up to 10 images per artist (hard copy). Include images of work to be exhibited
- Provide an annotated image list with title, media and size
- Provide an artist biography and resume

**SUBMIT**

Deliver or mail: Public Arts Commission staff liaison  
City of Vista  
200 Civic Center Drive  
Vista, CA 92084

Email: [vistapublicart@cityofvista.com](mailto:vistapublicart@cityofvista.com) Fax: (760) 639-6152. Phone: (760) 639-6151. Form revised 1/13/20.

# ARTIST SELECTION PROCESS

(please retain this sheet for your info.)

The City of Vista Civic Gallery provides solo and group exhibition opportunities to local artists. The program was established in 2010, and is coordinated through the City of Vista Public Arts Commission.

## ELIGIBILITY

Amateur and professional artists are encouraged to apply. Students are also encouraged to apply.

## PROCESS

Interested artists must submit an application and support materials. Applications are accepted year-round. A selection committee, comprised of members of the Public Arts Commission, meet periodically to review applications and determine exhibit schedules.

Artists, who are selected to exhibit, will be required to:

- 1) Complete an Artist's Agreement releasing the city of any liability from artwork damage, loss or theft.
- 2) Publicize and promote the exhibit to their clients and contacts.
- 3) Be responsible for installation and removal.
- 4) Provide small signs, preferably on white paper, for each artwork listing: title, media, year, artist name, and price or NFS. The sign is placed to the right of each work.
- 5) Host a reception, if they choose, and may be responsible for some costs associated with the reception. Alcoholic beverages are not allowed at Vista Civic Center.

## TWO-DIMENSIONAL EXHIBITS

Painting, photography, mixed media. The artist shall use city-supplied easels to display the artwork.

## THREE-DIMENSIONAL EXHIBITS

Sculpture, pottery, glass, jewelry, mixed media. The artist shall use or may provide their own pedestals to display the artwork. Please call 760-639-6151 to schedule an appointment to discuss content and portfolio.

## ART SALES

All income from art sales goes to the artist. Sales are by mutual agreement of the artist and purchaser. A donation of 25% of the sales price to the Civic Gallery is suggested to support future shows. Work that is sold must remain in the gallery for the duration of the exhibit period (typically 4 – 8 weeks).

## DEACCESSION OF A WORK OF ART

The following reasons may be cause for deaccession of a work of art from the city's collection:

- the condition or security of the artwork cannot be reasonably guaranteed;
- the artwork requires excessive maintenance/has design faults, and repair/remedy is impractical;
- the artwork contains *copyrighted* or *trademarked* material (such material is prohibited);
- the artwork has been damaged or deteriorated beyond the point where repair is practical;
- the artwork endangers public safety;
- significant changes in use, character or design have occurred, which affect the artwork integrity;
- extreme adverse public reaction over an extended period of time;
- the quality of the artwork is called into question; or
- written request from the artist has been received.
- All artwork must be in good taste and suitable for all audiences, as the gallery is located within a public facility.

## PUBLICITY

The **artist is responsible to promote the exhibit**. City staff prepares a news release with exhibit information, artist background, artist comments, reception time and date (if applicable), contact information, and a digital image of the artist's work and sends it via email to the San Diego media. Exhibits are listed on the city's public art website: [www.vistapublicart.com](http://www.vistapublicart.com). For more information, please call (760) 639-6151 or email: [vistapublicart@cityofvista.com](mailto:vistapublicart@cityofvista.com). Form revised 1/13/20