



# Art in City Spaces Exhibit Application

The City of Ocala's Art in City Spaces program provides the opportunity for artists and art organizations to exhibit their artwork in a public City space. Interested parties must first submit an application, and, upon approval, an exhibit agreement is executed and an exhibition time is scheduled.

The City of Ocala recommend that artist(s) plan on delivering a minimum of 15-20 works for a show in any of the City spaces. Spaces are available on a first come, first serve basis to approved applicants. The City of Ocala reserves the right to adjust the exhibit display in an effort to showcase the artist's work in the best possible way. The City of Ocala will have the sole discretion in selecting the works to install.

Exhibits are typically 3 months in length. Spaces available for exhibits include:

- City Hall, 1st Floor Lobby, 110 SE Watula Avenue, Ocala, FL 34471  
AND
- Recreation and Parks Administration Building (Conference Room) & Eighth Avenue Adult Activity Center  
AND
- Barbara Gaskin Washington Center

The City of Ocala seeks interesting, thought provoking exhibits that are appropriate for a public City space where work will be viewed by citizens and guests of all ages. Only complete applications are reviewed. Viewer engagement, artist intent and originality of ideas, and use of media and technique are all considered when an application is being considered for approval.

## City of Ocala's Responsibilities:

- The City of Ocala will assist in installing and promoting the exhibit.
- Exhibit spaces include a professional hanging system for 2-D artwork ([www.gallerysystem.com](http://www.gallerysystem.com))
- Artwork is insured for the loan period stated on the exhibit agreement
- The City of Ocala will receive a 30% commission on sales. In the event of a sale, the work must remain on exhibition until the end of the show.
- The City of Ocala will provide informational signs and labels as needed to go along with the exhibit.

## Artist and/or Art Organization Responsibilities:

- Artists are responsible for creating and delivering the work to the gallery space at the agreed upon time. Artists will also be responsible for the removal of the artwork.
- Artists are expected to assist in the hanging of their show.
- All works should be wired for hanging or ready to display on a pedestal. All 2D works must be properly framed, using "D" ring hangers with wire as appropriate. Saw tooth hangers are NOT acceptable.
- Artists will cooperate in publicizing the exhibition by providing high resolution digital images and by providing biographical information, in a timely fashion (usually within 5 weeks before the show).
- All work may be offered for sale during the show, but may not be removed until the exhibit's closing.
- Images of work must be submitted with the application and should accurately represent works being submitted for exhibit. **Please send images by email or CD/DVD in jpg format, 1 MB max/image.**

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

Exhibit Title (optional) : \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ \*Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Are you currently represented by a gallery? \_\_\_\_\_

Brief description of work (e.g., bronze sculpture, oils, acrylic, mixed-media, digital photography, etc.)

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List of Works Submitted – On the next page, include a list of the pieces you wish to exhibit with images (Digital files via email or CD are acceptable). Numbers on list below should correspond to number on images. Include number, Title of Work, Size, Medium, and price. Include an adequate sized self addressed stamped return envelope if you want materials returned to you after the review.

**Please include an Artist Statement with your application.**

**Return to:**

City of Ocala, Recreation and Parks Department  
Attention: Cultural Arts  
828 NE 8th Avenue  
Ocala, FL 34470  
Phone: (352) 629-8447  
Email: artinfo@ocalafl.org

List of Works Submitted (continued) – Include a list of the pieces you wish to exhibit with images (Digital files via email or CD are acceptable). Numbers on list below should correspond to number on images. Include number, Title of Work, Size, Medium, and price. Include an adequate sized self addressed stamped return envelope if you want materials returned to you after the review.

Title	Size	Medium	Price
1.			
2.			
3.			
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