

# Flux Gallery Guest Artist Program Policy and Agreement

The Flux Gallery is a collective artist-run contemporary art space in Plaza Palomino, at the corner of Swan and Fort Lowell Roads in Tucson, that is committed to fostering the work of established local artists. It is owned and operated by Tucson Revivalist Artists, LLC. For convenience it is referred to in this document as “Flux Gallery” or “Flux.”

**1. The Concept Mission:** The primary mission of the Guest Artist Program is to provide a short-term opportunity for selected guest artists to show their work and to increase patron audience and familiarity with Flux Gallery. Through the program, Flux seeks to present professionally produced exhibitions of important high-quality contemporary art by regional artists.

**2. Selection:** Participation is by juried selection and invitation. Flux exhibits both 2-D and 3-D works that are contemporary in style. Exhibition reception dates and hours will be determined by mutual agreement.

### **3. What to Include in Your Application:**

- a. A cover letter that describes your work and the theme for your proposed exhibition.
- b. A brief biography and/or professional resume that includes your web site address.
- c. A CD containing a digital portfolio of 10–15 images of recent work. Images should be saved as maximum-quality JPEGs measuring no less than 1000 pixels on the smallest side. Each image should be labeled in this format: “Lastname\_0#\_Title.jpg.” Please feel free to include installation and exhibition shots in addition to standard images. Include an image list corresponding to the JPEGs that states title, size, media, and date of creation for each work (saved as .doc or .pdf). This list may also include brief annotations regarding the context, nature, and/or related specifics for works.
- d. Deliver your CD and supporting materials to Flux Gallery during our normal hours of operation or send an email to [info@fluxartists.com](mailto:info@fluxartists.com) to make arrangements for an alternate delivery time or method. You may also submit proposals, questions, and supporting information by email to [info@fluxartists.com](mailto:info@fluxartists.com).

**4. Planning and Resources:** Flux will select and schedule Guest Artists four times a year at its exhibition- and event-planning meetings. The program is designed to use Flux’s limited staff and budgetary resources effectively by programming approximately six exhibitions per year.

**5. Notification:** Flux will endeavor to notify applicants of a decision within 45 days after Flux has received all application materials.

**6. The Available Space:** During the exhibition, Guest Artists will occupy one of Flux's glassed-in exhibition rooms. Artists may also exhibit work outside the gallery in the Flux patio area during their exhibition reception at Flux's discretion. Flux artist members will continue to have work on display in the main gallery and in Flux's outside space during Guest Artist exhibitions.

**7. Exhibition Space Fee:** A fee of \$150 must be paid at least four weeks in advance to cover supervision expenses, lighting, and heat or air conditioning. Also, a 20% commission on any sales is payable to Flux at the time of sale. The Guest Artist is solely responsible for the collection and payment of all sales and other taxes as a result of any sales.

**8. Length of Exhibition:** One Thursday, Friday, and Saturday weekend. The Guest Artist's work shall be hung on Thursday and removed from Flux by Monday.

**9. Guest Artist Additional Responsibilities:**

- a. Guest Artists are responsible for hanging their exhibition within the exhibition guidelines and adhering to the exhibition standards and policies of Flux Gallery as well as the requirements of the Flux member assigned to work with the Guest Artist. The Guest Artist must work within posted hours and be supervised by the attending Flux artist. The assigned Flux artist or any other regular Flux member, in their sole and exclusive discretion, reserves the right to remove works found objectionable or not to meet Flux or Plaza Palomino policies as they may exist at the time.
- b. All artwork must be installed in a manner consistent with the gallery's display system. Wall work must be wired for hanging. Artists will be held responsible for any wall and other damage due to unapproved installation. The Guest Artist coordinator must give approval before installation. Artists working in 3-D must provide their own pedestals or showcases.
- c. Guest Artists are responsible, at their own cost and expense, for their exhibition reception, invitations, and marketing in concert with the gallery's mission and goals. Alcoholic beverages are not to be served or otherwise provided as part of the Guest Artist's exhibition or reception. The Guest Artist shall be responsible for complete cleanup of the gallery after the reception.
- d. Guest Artists must supply a written statement or summary about the artist and/or work, as our patrons are interested in knowing more about the artists that exhibit within the gallery.
- e. Each piece must have an individual label that includes the work's price, using the template provided by Flux or following a design approved by Flux. A separate price list for all the works may also be posted.
- f. The Guest Artist shall have sole responsibility and incur all loss with respect to any loss or damage to his or her art or property. The Guest Artist is encouraged to obtain liability and property damage insurance. Neither Flux nor any of its members shall have any responsibility for any loss or damage to any of the Guest Artist's property or for any of the Guest Artist's actions or failures or those of its agents or volunteers or otherwise.

**10. Flux Gallery Responsibility:** A regular Flux member artist will be assigned to work with the Guest Artist and supervise the installation. Because this is a mutually beneficial exhibition event, a Flux artist will be assigned to open the gallery, help process sales and commissions at the reception, and be present for regular gallery hours. Flux will send announcements of each Guest Artist event by email to its gallery mailing list.

**11. Scheduling:** The scheduling of exhibits that requires floor space will be handled on an individual basis and coordinated with the scheduling of other events.

**12. Permission:** The Guest Artist gives permission for works in the exhibition to be photographed or otherwise documented.

**13. Change of Circumstances:** In the event that Flux closes or dissolves or there are other changes in circumstances, Flux reserves the right to give 30 days' notice to cancel any forthcoming Guest Artist exhibitions. In such an event, the \$150 fee will be returned to the Guest Artist. Flux is not responsible for any other costs that may have been incurred by the Guest Artist in preparation for the Guest Artist exhibition.

**14. Dates of Guest Artist's Exhibition:** \_\_\_\_\_.

The Guest Artist has read this Policy and Agreement and agrees to be and is bound by its terms and represents that no additional promises have been made to the Guest Artist unless made in writing and signed by Flux.

Dated this \_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Guest Artist

\_\_\_\_\_  
for Tucson Revivalist Artists, LLC