



CENTENNIAL ART CENTER GALLERY

c/o Metro Parks • P.O. BOX 196340 • Nashville, TN 37219-6340 • PH (615) 862-8442

Joshua Wagner, Director

Donelle (Didi) Foster McCollum, Gallery Manager

Today's date: _____

I wish to apply for an exhibit of (medium) _____ and agree to the following:

1. This application may be submitted electronically to donelle.mccollum@nashville.gov along with digital images (JPEG, between 1MB and 3MB and around 300dpi) of 5 works. You may also submit this application and accompanying images on a CD, delivering to the address listed below. Please include a copy of your resume and artist statement if possible.
2. If chosen for an exhibition, artist must exhibit a minimum of 10 works (not previously shown in CAC gallery).
3. All works submitted are subject to approval by the Nashville Metro Board of Parks and Recreation and Art Center Director. Works considered non-compatible with the program of the Board of Parks will be excluded from the exhibit.
4. The artist is responsible for transportation of artwork to and from the gallery. Works must be ready to install (i.e. wired for hanging, mounted, clean, labeled, etc.).
5. Neither the Board of Parks nor Centennial Art Center staff assumes any financial responsibility for any loss to any artist that might result from fire, vandalism, theft or any other reason.
6. All sales of art made during the exhibit are made through Metro Parks' Centennial Art Center. Sales tax will be collected. The Metro Government retains 20% of the sales price as commission. Artists are paid 80% of the pre-tax sales price approximately 4-6 weeks after the closing date of show. Payment is made by automatic deposit check issued through Metro Government Department of Finance, Division of Accounts. Artists must complete a Metro Bidder/Vender Application. Instructions will follow if selected for exhibit.
7. The Art Center installs exhibits but may require your assistance.
8. The Board of Parks, Gallery Manager, or exhibiting artist may void this agreement by submitting a 65-day notice in writing.
9. The exhibiting artist is responsible for sending invitations and hosting opening receptions. Invitations must be approved by Gallery Manager and Art Center Director before being sent out. The Art Center will distribute promotional material provided to its email distribution list.

LEGAL NAME (print): _____ PSEUDONYM/NICKNAME (if applicable): _____

MEDIUM/MEDIA: _____

STREET ADDRESS: _____

CITY, STATE & ZIP: _____

PHONE: _____ E-MAIL: _____

WEBSITE: _____ METRO VENDOR NUMBER: _____

SIGNATURE: _____

E-mail application to donelle.mccollum@nashville.gov or deliver in person to the Centennial Art Center, 25th Ave. N. & Park Plaza (Corner of Centennial Park) Monday-Thursday, 9am-5pm.

If sending by U.S. Mail, mail to:

Metro Parks and Recreation Department
Centennial Art Center / Donelle (Didi) Foster McCollum
P.O. Box 196340
Nashville, TN 37219-6340