



VISUAL ART EXHIBITION INFORMATION

CITY OF
MOUNTAIN VIEW
500 CASTRO STREET
P.O. Box 7540
MOUNTAIN VIEW, CA
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PERFORMINGARTS@
MVCPA.COM

MVCPA.COM

INSTALLATION

- Only artwork that is framed, properly wired and ready for installation will be accepted. All artwork must be able to be hung on the Center's system.
- Art is hung only along walls represented by thick black lines below. All curved walls are comprised of panels that are roughly 96" wide with discernable grout line between panels. Works are hung from a picture rail mounted 8' from the floor.
- Maximum width per piece: 60 inches. Due to curvature of the exhibit walls, single pieces should be less than five feet in width.
- Maximum height per piece: 84 inches.
- Maximum depth per piece: six inches
- Typical weight per artwork piece: up to 20 lbs. System can handle a few pieces of up to a maximum of 75 lbs per exhibition. Load on hanging system must be taken into account should exhibit contain more than two to four heavy pieces. Excess weight may damage hanging system. System failure will damage artwork. MVCPA makes final determination of appropriate load distribution and whether or not art will be hung.

Art is also hung in the Community Development Department Lobby. The maximum available useable space for installations:

Wall: 8' wide x 5' high

Alcove: 5' wide x 2' high

- Installations take place at 9:00 am on the first day of exhibits only. Call Orin Meadows, Mountain View Center for the Performing Arts' Patron Services Manager at 650-903-6568 to make arrangements at least two weeks prior to exhibition.
- Email or fax list of works to Orin Meadows one week prior to your exhibition (email: orin.meadows@mountainview.gov. Fax: 650-903-9900). Include title of work, medium for title cards and price for insurance purposes and sales.
- Artwork is removed at 8:30 am the day after the exhibition end date. Please arrive promptly at 8:30 am. No storage is available.

- Safety/Liability Considerations for Exhibits: Approximately 170,000 patrons attend over 400 events at the Center annually. The lobby is an active, crowded space during pre-performance, intermission and post-performance. 600-800 people may pass through the lobby during these times. Many patrons come within inches of the artwork during peak periods. As the lobby is not a dedicated gallery space, consideration for the safety of patrons and artwork is a necessary criterion for artwork selection in this space. Pieces must not be a fire hazard or pose a safety risk to any patron who may come in contact with the piece. Also, pieces that may be damaged by inadvertent patron contact should not be installed.
- For questions regarding installation, contact: Orin Meadows, Patron Services Manager: orin.meadows@mountainview.gov or 650-903-6568
- For contract, insurance and Visual Arts Committee questions, contact John Lang in the City of Mountain View Community Development Department: 650-903-6457 or john.lang@mountainview.gov.

SALE OF ARTWORK

- If exhibited artwork is available for sale, please provide a price list and artist contact information (name, address, phone number and email) no less than one week prior to installation.
- All sales are processed exclusively through the Center's Ticket Office for a 20% commission. In addition, credit card and debit card processing fees are deducted from the gross sales price. The artist is liable for sales tax for artwork sold through the Center's ticket office. The Center does not collect sales tax on art pieces sold through the Center's ticket office and recommends the artist adjust sales price to reflect inclusion of sales tax in listed prices.
- All sale and delivery arrangements will be made by the Center for Performing Arts with buyers. Any piece sold remains on display until the exhibition is over. Artist will receive proceeds from any sales within 30 days after the end date of the artist's exhibition.

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