

URBAN ART PROJECT CONTRACT

After reading please sign and date below to indicate that you agree with the conditions outlined for your Urban Art Project exhibition in the assigned window space located in the parking garage located on the corner of 1st Avenue South and 4th Avenue South in Great Falls, Montana.

I understand that this exhibition space is to be used for a site-specific installation piece of my creation. I understand that I must adhere to all copyright and infringement regulations outlined by the law. I understand and will adhere to the deadlines stated for my designated exhibition run. I understand there is no heating or cooling or UV protection for the UAP space and will select materials, including adhesives, that can withstand the temperature variations and sun exposure. If unplanned deterioration occurs during my installation I agree to quickly make necessary repairs and/or replacements to ensure the integrity of the installation for its duration. I agree to not hold the City of Great Falls, Paris Gibson Square Museum of Art, or Cortni Harant responsible for any damage to my installation, or the materials therein, during the duration of the exhibition. I acknowledge that the name of the sponsoring organization, business, or individual will be printed on my window along with my name and the title of my installation. I understand that the Urban Art Project is public art in a public space and will therefore avoid provocative or overtly sensitive content. I understand I will receive a key to the space and it is my responsibility to return it in a timely manner at the end of my exhibition. I acknowledge that if I lose or misplace my key I will be charged for replacement. I also acknowledge that I will receive a \$125 stipend based on the estimated time line below and that my participation in the reception is anticipated barring unforeseen situations.

Summer

- June 5th through September 5th
- Keys Received May 15th
- Publicity Materials Sent by May 18th
- Artist Stipend Received Month of June
- Reception TBD (late June)
- De-Installation between September 6th and 12th

Autumn

- October 5th through January 5th
- Keys Received September 15th
- Publicity Materials Sent by September 18th
- Artist Stipend Received Month of October
- Reception TBD (late October)
- De-Installation between January 6th and 12th

Winter

- February 5th through May 5th
- Keys Received January 15th
- Publicity Materials Sent by January 18th
- Artist Stipend Received Month of February
- Reception TBD (late March/April due to weather)
- De-installation between May 6th and 12th

By signing I agree to the terms above: _____ Date: _____

Contact Information:

Printed Name: _____

Preferred Email: _____

Cell Phone: _____

Mailing Address: _____

State: _____ Zip: _____

URBAN ART PROJECT EXHIBIT SCHEDULES

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PUBLICITY INFORMATION REQUIRED

1. Name
 - a. Artist's name as you wish it to appear on all publicity information
2. Title
 - a. Title of the work. Patrons appreciate titles to support building deeper meaning to your installation. Please provide a title.
3. Promo Image
 - a. Due to the nature of installation work we understand you will not be able to provide a complete image. Please provide a detail photo of some part of the work to use for promotional reasons, see prior examples.
 - i. The photo must be 300 dpi and 1500 pixels in a TIFF or JPEG format.
4. Artist Statement
 - a. A booklet will be printed for distribution at the reception with artist statements. Please provide a brief artist statement of 75-150 words that focuses on your UAP installation on display. You may also include the URL for your website, if you have one, as well as other contact information.

Email the above information to Cortni Harant at Cortni_Harant@gfps.k12.mt.us and Roland Taylor at roland@slingshotcreativegroup.com by the designated due date on your contact.

INSTALLATION CONSIDERATIONS

WALL COLOR

The walls are painted black. If you prefer a variance in the background color, please use an alternative media such as fabric or cardboard. Please do not paint directly on the walls.

WALL MATERIAL

The walls and ceilings are sheet rocked. They have been had so many things hung from them they are becoming somewhat fragile. You may use any type of hardware to hang, but we ask that you remove all hanging hardware when you de-install your work. Heavier items may require molly bolts. The access door is metal and cannot be damaged, see more below.

ACCESS DOORS

Entry doors are located on the interior of the parking garage and are clearly marked. They are approximately 20" up from the ground level so plan appropriately. You may find a step stool useful. The interior of the door is also recessed 2" back from the rear wall of the installation space. Please take that into consideration when planning your installation. It also is made of metal and cannot be damaged. Each door also has a louvered vent. It cannot be sealed off during installation otherwise condensation will collect on the interior of your installation space.

ENVIRONMENTAL CONCERNS

There is no UV protection. UV protective spray can be purchased and used on installation materials. Previous artists have found that it does little alteration to acrylic and house paint surfaces, however some fabrics and photo papers will fade. Adhesives are also a consideration. The interior of the installation spaces can become extremely hot. Hot glue will not hold up. Seek adhesives or alternate methods of putting materials together that can withstand extreme heat and cold.

LIGHTING/POWER

New LED fixtures were installed in the spring of 2019. You will need to ensure you place the bulbs in the fixtures when you install your work. There is an electric outlet in the center of the ceiling in each space for your use. If you use items that require power ensure they can run for 24 hours a day for the duration of your three month installation. Plan the placement of your installation materials to ensure effective viewing day and night. If the overhead lights are blocked and plans have not been accommodated for night viewing the installation may not be visible at after dark.

KEYS/PARKING

A key will be mailed to you for your window along with a note to place on your vehicle dash when installing so that you may access the parking area in the garage. Keep your key until you take down your installation and then return it to Cortni Harant immediately, so she can issue it to the next artist inline to display in that space. If you lose the key issued, you will be charged for replacement. If someone has parked in the space in front of your access doorway you can either call Tena Grigsby with the city at 727-7828 to block that space with a cone the next business day or you can return that night to do the same. Cones for blocking the space are located by the entrance booth. If a cone is used to block your space, please return it to the curb by the entrance booth when you are done.

SIGNAGE

Kelly Signs will provide vinyl signage with your name, title, and sponsor. It should be up prior the beginning of your exhibition run, weather permitting.

PUBLICITY

Tri-fold cards will be designed by Roland Taylor at Sling Shot Creative Group and printed by Printing Center USA. The UAP will distribute the cards to their mailing list as well as provide cards to each artist to distribute as well. We also ask that artists use social media and email to promote their exhibit in the Urban Art Project. We ask that you use #UrbanArtProjectGF to push out the word on Instagram, Twitter, and Facebook.

DE-INSTALLATION

GENERAL INFORMATION

Your installation space needs to be cleared and keys returned between the 6th and 12th after your show closes, see your contract for dates. By noon on the 6th, Window #1 will be emptied. Once cleared and cleaned, **Door #1 will be left closed but unlocked**. When you arrive to de-install your art, please go to that window to collect window cleaning supplies, touch up paint, tools etc. I will also leave a plastic crate there that you may use as a step to make it easier to enter your window. You can reuse your parking pass sent with your key and follow the same procedures if you find the space blocked upon your arrival for de-installation.

Please do the following after removing your art:

1. Clear the walls of nails etc. You may leave screw eyes and hooks in the ceiling for others to use.
2. Sweep the floor
3. Clean the windows on the inside only
4. Remove the light bulbs and place them on the floor by the door.
5. Use the black touch up paint anywhere that the white wall board shows through.
6. Close and lock your door
7. Return supplies and your key to Window # 1. You will find an army green metal box to put the key in.

Thank you for participating in the Urban Art Project! Public Art is the heart of any great community! In the Americans for the Arts study titled "Why Public Art Matters (2018)" they state:

Art in public spaces plays a distinguishing role in our country's history and culture. It reflects and reveals our society, enhances meaning in our civic spaces, and adds uniqueness to our communities. Public art humanizes the built environment. It provides an intersection between past, present, and future between disciplines and ideas. Public art matters because our communities gain cultural, social, and economic value through public art.

<https://www.americansforthearts.org/by-program/reports-and-data/legislation-policy/naappd/why-public-art-matters-2018>

You add to the value of our community through sharing your creative voice. Thank you!