

UNM-Taos Atrium Gallery Policies

- i. Exhibitions are based on a theme unless specifically noted.
- ii. Only original artwork may be exhibited in the Atrium Gallery (except for UNM-Taos student shows). This means that the subject of the entry must be a concept entirely developed by the submitting artist and executed by his/ her own hand. Entries determined to be copyright infringement will be excluded from the exhibition.
- iii. The Artist agrees to provide images, a short biography and/or artist statement to hang along with the artwork in the Atrium Gallery. All related/required press materials must be received on the “Press Materials Due” date.”
- iv. Artwork must be received on the “Install Date(s)” only and removed on the “Deinstall Date(s)” only. Please make arrangements for someone else to deliver/ remove if you are unable to be here personally. UNM-Taos Art Department withholds the right to claim ownership of any artwork left past the “Deinstall Date(s)”. The UNM-Taos Art Department Chair must approve any exceptions.
- v. In the case of a juried exhibition, a juror will review and may eliminate entries prior to hanging. There is no guarantee that an artist’s work will be juried in. Eliminated work must be picked up prior to the opening reception.
- vi. All artwork must be “family friendly” with no overt sexual imagery, offensive text, or drug paraphernalia, unless approved by the Art Department Chair. The Artist may discuss the perimeters and prescreen any questionable work with the Art Department Chair in advance. The Art Department Chair reserves the right to refuse, remove and/or replace artwork if it is deemed inappropriate.
- vii. Artwork may be priced for sale or not for sale (NFS). Any artwork sold within the UNM-Taos Atrium Gallery is subject to commission 10% of the sale to UNM-Taos Art Department. Artists wishing to sell work must provide the Art Department Chair with the appropriate contact information to pass on to potential buyers so that they may contact you. Artwork may not be removed until the end of the exhibition.
- viii. The UNM-Taos Art Department may provide some hanging and/or art materials and/or reception refreshments upon discussion with the Art Department Chair in advance. All purchases must be made through UNM-Taos. The UNM-Taos Art Department will not reimburse funds for purchases made by the Artist.
- ix. The UNM-Taos Art Department will not pay for or reimburse framing or mounting of artwork.
- x. Artwork is to be installed by the artist. Assistance may be available if arranged in advance. Artwork may be moved at the discretion of the Art Department

Chair. Basic tools, a ladder, and hanging materials are provided. Specialty hanging materials must be ordered in advance, per approval by the Art Department Chair.

- xi. The Artist understands that if the glass cases are not utilized for the Exhibition, the Art Department Chair reserves the right to place UNM-Taos student artwork in the cases.
- xii. The UNM-Taos Art Department agrees to color print paper flyers and wall text on 11x8.5 paper only. Any professionally created invitations, postcards, wall text, or wall vinyl must be purchased by the Artist.
- xiii. It is understood by the Artist that UNM-Taos Art Department does not provide insurance and is not responsible for any loss or damage to artwork during the duration of the Exhibition.
- xiv. UNM-Taos Art Department adheres strictly to predetermined deadlines. Failure to meet deadlines and/or timely communicate and arrange date adjustments will result in exclusion or cancellation of the Exhibition.

UNM-Taos Art Department Contact Information

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Atrium Gallery Floor Plan

(The hallways may be used for the Exhibition with advanced approval.)

