

CONTEMPORARY ARTISTS PROGRAM APPLICATION
CHARLES H. WRIGHT MUSEUM OF AFRICAN AMERICAN HISTORY
315 East Warren Avenue, Detroit, Michigan 48201-1443
(313) 494-5800; Fax (313) 494-5855

Before completing this application, please review the guidelines and application instructions; after you have reviewed the guidelines and the instructions, please submit, by mail, your completed application and all attachments. (Incomplete applications will be returned.) An acknowledgement of our receipt of your application will be sent to you by mail. If, you do not receive our acknowledgement, please feel free to contact our offices at 313-494-5813.

General Information:

Name: _____

Residential Address: _____

City: _____ State: _____ Zip: _____

Mailing Address (if different than residential address): _____

City: _____ State: _____ Zip : _____

Daytime Telephone Number: _____; Fax Number: _____

E-Mail Address: _____ Website: _____

Office Hours (if applicable): _____

Have you previously submitted an application? _____ If your response was affirmative, please

state, if applicable, the dates that your artwork was exhibited at the museum:

Biographical Statement and Description of Art Work:

Please provide a brief biographical statement, consisting of no more than 250 words, that includes a description of your artwork, including style and medium.

(If additional space is needed, please attach an 8 ½" by 11" sheet of paper.)

By signing below, I acknowledge I have received a copy of the Contemporary Artist Program Guidelines. I further understand and agree to abide by all of the rules and regulations contained in the Guidelines.

Dated: _____

(Signature)

Submission of Representative Artwork:

PLEASE ATTACH SIX (6) PHOTOGRAPHS, OR COLOR SLIDES, OR DIGITAL PHOTOS (VIA E-MAIL, J PEG FORMAT) WHICH ARE DEMONSTRATIVE OF THE ARTWORK THAT YOU PROPOSE TO EXHIBIT AT THE MUSEUM. IN LIEU OF THE ABOVE, YOU MAY PROVIDE EXAMPLES OF YOUR WORK VIA YOUR WEBSITE. (Please clearly mark each with: your name, the title of your artwork, the medium, dimensions and orientation. Photographs and slides will be returned if you provide a self-addressed stamped envelope.)

If you have any questions or concerns regarding the application process, please Contact Margaret E. Royal in the Education Department at (313) 494-5813

Thank you for your interest in participating in our Contemporary Artists Program

PLEASE DO NOT WRITE BELOW THIS LINE

Date Application Received: _____

Date Acknowledgement of Receipt of Application Posted: _____

Date Application Reviewed for Submission to Committee: _____

Attachments:

_____ six (6) slides representative of artist's work

Date Application Reviewed by Committee: _____

Committee's Recommendation:

CONTEMPORARY ARTISTS PROGRAM GUIDELINES

Selection Process

A Museum committee reviews, on an approximately monthly basis, all completed applications for participation in the Contemporary Artists Program ("the Program"). During the review process, primary consideration is given to the following:

1. artistic merit and or artistic potential;
2. the quality of the presentation; and
3. overall compatibility with the museum's programs and its exhibits.

African American artists, as well as black artists of African descent, from the Metropolitan Detroit area, shall be given first priority; however, all African American artists, as well as black artists of African descent, may apply for consideration.

Only artwork deemed appropriate for a general family audience will be considered for display purposes. Further, artists and artistic content of the works of art must comply with the Museum's mission statement:

" The Charles H. Wright Museum of African American History documents, preserves and educates the public on the history, life and culture of African Americans. The Museum serves as the resource center for the enhancement of knowledge and understanding about African Americans."

Artists that are selected for participation in the Program are limited to one (1) display period on an annual basis; further, prior acceptance of an artist does not guarantee that the selected artist will be accepted for future participation in the Program. Additionally, artists that are selected, may have their artwork exhibited with other participants in the Program.

The selection committee will assign the display period for each artist chosen to participate in the Program. There are generally four (4) display periods during each year: Winter, Spring, Summer and Fall. In the event that an artist is unable and or can not accommodate the display period assigned by the committee, then in that event the committee will make every effort to re-schedule the artist at the next earliest vacancy.

The Multi-Purpose Gallery will be open during regular Museum hours for the display of the Contemporary Artist Program exhibition; however, the Museum reserves the right to close its gallery space to the general public during regular operating hours.

Publicity.

Featured artists will be mentioned at the Museum's Information Desk and signage posted within the Museum. The Museum agrees that it will not use the artist's art work in its publications nor its promotions without the prior written consent of the artist. Artists may however advertise the display of their artwork after having first consulted with the Museum's Director of Public Relations and Marketing, or his or her designated representative. Any and all costs that are associated with any and all advertisements initiated by the artist shall be the sole responsibility of the artist. The artist may not

represent himself or herself as an agent or employee of the Museum. Any violation of this agreement shall result in immediate termination of the artist's relationship with the Museum.

Application Process

All applications must be signed and completed by the submitting artist. Incomplete applications will be returned to the applicant without being presented to the museum selection committee. A completed application includes the following:

1. a legible application executed and dated by the artist; and
2. six (6) slides that are representative of the artwork you are proposing to exhibit.

Only two-dimensional artwork that may be wall-mounted, eg. paintings, textiles, fiber art, photography, or bas-relief shall be considered for display purposes. For safety and security reasons, no artwork may extend more than four (4) inches from the wall surface.

Fees, Costs and Monetary Awards.

The Museum does not charge a fee to the participating artists; further, artists will not receive any type of monetary award for their participation in the Program. Participating artists are financially responsible for all costs associated with their participation in the Program; however, the museum assumes the financial costs associated with any artist reception given by the museum. (The museum does not assume the financial costs associated with any non-Michigan artist reception when funding for the reception has been provided by the Michigan Council for Arts and Cultural Affairs as stated funding has been restricted to Michigan artists.)

Preparation for Installation.

The following information regarding the art work that will be displayed must be submitted by the selected artist at least ninety (90) days prior to the assigned installation period:

1. the title of the work of art,
2. the date the work was rendered,
3. the medium,
4. the dimensions, and
5. a brief description and or meaning the artist attributes to the work of art (if applicable).

All of the above information must be typewritten. Additionally, the artist must provide an 8" x 10" photograph of himself or herself and a brief artistic statement that describes himself or herself and their artwork. The statement should include relevant biographical information, including but not limited to the name of the schools the artist attended and the degree awarded, formal artistic training, influences that have impacted their art and the names of other museums and venues where the artist has exhibited. The

brief artistic statement shall not exceed 200 words and must fit on one 8.5" x 11" sheet of paper. The Museum reserves the right to edit the statement for clarity and language that the Museum deems appropriate for a general family audience.

Risk and Liability.

The gallery space (The Multi-Purpose Room) utilized by the Museum for the Contemporary Artist Program, also serves as a multi-purpose room for facility rentals. Inasmuch as this gallery space has multiple purposes, the artist, by agreeing to the display of his or her art work, necessarily understands that food and drinks may be served in the gallery space during the Museum's normal operations while the artist's art work is being displayed. The Museum assumes no responsibility for any loss of sales that the artist may sustain during the display period at the Museum.

Sale of Artwork.

The featured artists may not sell their artwork on the Museum's premises while they are displayed at the Museum; however, the featured artists may and are encouraged to distribute their business cards or other information to facilitate visitors contacting them directly to inquire about possible purchasing. In the event the artist and the Museum Store Manager enter into any business arrangement for the sale of the artist's artwork, stated business arrangement shall take place outside the bounds of this Program and shall have no impact upon this agreement.

Installation and De-installation.

Installation.

All artwork must be delivered framed and **READY-TO-HANG before 10:00 a.m. E.S.T. on your installation date.** Earlier deliveries of artwork must be approved by the Curator and or the Assistant Curator, or their designated representative. Failure to deliver their artwork in a timely manner without having secured the prior consent of the selection committee may cause forfeiture of the artist's designated display time.

De-installation.

All artwork shall be picked up on the designated de-installation date. Requests for a later pick-up date and time must be pre-approved by the Curator and or Assistant Curator.