

## ZUMI'S Rotating Art Exhibit Procedure

At ZUMI'S, we are proud to support local artists by exhibiting your (their) work on a rotating basis. This is a joint endeavor with each artist, so the points below may vary somewhat depending on the individual artist and timing of the exhibit. Items marked with an asterix\* are to be considered as a contract between the artist and our café. The remaining items are to act as a guideline. Please be mindful that we are not a gallery but a cafe, and set your expectations accordingly ☺

- 1) The area for exhibiting work is approximately 3'H x 12' wide (between the sconces). We recommend pre-measuring your work to plan the layout in advance if possible.
- 2) Timeline for exhibits is generally about one month per artist at this time. Two artists may choose to share the space and their work could remain for two months instead.
- 3) Work is generally to be put up on the last Sunday afternoon of each month, between the hours of 3:30 – 6pm., and taken down the last Sunday of the following month between 2-4pm.
- 4) **\*Artists are responsible to hang and remove their work** – We encourage artists to ask one or two friends to help with this.
- 5) **\*ZUMI'S is not responsible for any damage that may occur to the artwork while at our café.**
- 6) The system to hang work consists of a rod with S-hooks above the upper trim of the wall. Artists should provide their own *strong* fishing line, string, wire, or the like to hang their work from this rod. Artists can also use painters tape, wall tack, or something similar that will not damage the walls to hold work in place once hung. Thumb tacs are also an option but to be used sparingly.
- 6b) **\*Artists are to inflict the least amount of damage to the wall possible** (while allowing the work to be exhibited in the most flattering manner possible). Artist should speak with Zillie or Umesh about any issues with this.
- 7) Artists should provide a brief biography for each exhibit. **\*If the work is for sale, artists must also provide contact information.** Info about the pieces, price list, etc, are optional. All such info. is to be placed beneath the sconce(s) or on bulletin board to accompany the work itself.
- 8) ZUMI'S does not receive any commission for items sold while hanging at our café. **\*Artists are to handle all sales themselves.** ZUMI'S staff are not to be involved in this process other than to refer customers to the artist directly by providing the contact information given.
- 9) **\*Artists are to work directly with Zillie (or Umesh if Zillie is not available).** ZUMI'S staff are not responsible for any part of this exhibit process other than to refer artists to Zillie and refer customers to Zillie or to the artist directly. Artists should come prepared with scissors, tape, pencils, levelers, stepladders, measuring tape, papertowels and glass cleaner, and the like, so as not to distract staff from their regular work by asking for such items. (Zillie and Umesh may provide some such items but it is best if artists bring their own to ensure you have all you need).
- 10) Artists are welcome to use our venue for a reception of sorts (open-house, showing, meet-the-artist type of event). This is the artist's event and ZUMI'S is simply the venue, so responsibilities for such an event are the artist's. We will gladly post any publicity you provide. **\*Please confer with us to select the day/time you intend to host such an event at least one week in advance.** (Certain times are more feasible than others - Our proposed time is a Saturday btw 11am-2pm during the winter season, and during the summer season, btw 4-7pm on a Fri or Sat evening).

Again, we are very excited to host the work of local artists at our café! Also, please inform us if you have any suggestions for us about this process! Also ask for most up-to-date info in the future as this evolves.

Signed \_\_\_\_\_ Date: \_\_\_\_\_ Signed \_\_\_\_\_ Date: \_\_\_\_\_