

# LSC ART GALLERY EXHIBITION APPLICATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_ E-mail \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Status:      Student            Faculty/Staff            Off Campus

Proposed exhibition dates: \_\_\_\_\_

Proposed exhibition title: \_\_\_\_\_

Approximate number of pieces to be exhibited: \_\_\_\_\_

Aramark Classic Fare Catering must provide all food and drink for receptions. If you are planning a reception, please indicate date and time.

Description of proposed exhibition (please note if more than one artist will exhibit, and their contact information).

Special requests or considerations: \_\_\_\_\_

**(Exhibit proposal agreement is on reverse side – both sides must be completed for request to be processed.)**

**RETURN BY FAX OR MAIL TO:**

Gayle Bullard, Reservations Coordinator  
Lowman Student Center, Suite 311  
Box 2389  
Huntsville, TX 77341-2389

E-Mail: [bullard@shsu.edu](mailto:bullard@shsu.edu)

Phone: 936-294-17960  
Fax: 936-294-3803

**LOWMAN STUDENT CENTER  
OFFICE USE ONLY**

Reservation Confirmation: \_\_\_\_\_

Exhibit dates: \_\_\_\_\_

The Lowman Student Center Art Gallery is a special purpose facility designed for display of various art works. SHSU students majoring in art or photography will be given first priority in scheduling exhibits.

- 1) Exhibits are limited to two (2) weeks.
- 2) Exhibitors may elect to secure or open the gallery. If secured, the public may view through the glass wall. If opened, a viewer may approach each piece.
- 3) The Lowman Student Center is not responsible for any damage or theft of art work during installation, exhibition or removal. The LSC provides no insurance nor assumes any liability for the work.
- 4) Work may hang from walls, be placed on sculpture stands, or be positioned on the floor as long as adequate space remains to meet ADA guidelines. Art work may not be suspended from the ceiling. The artist is responsible for installing exhibit. The LSC does not provide nails, picture hanger wire, or any other hardware to hang exhibit.
- 5) No modifications may be made to the exhibit space – including floors, walls or ceiling. This includes painting, drilling, etc. The LSC staff will adjust lighting after the exhibit is installed.
- 6) No food or beverage is allowed in the art gallery except in conjunction with an approved reception coordinated through the university catering service.
- 7) The Lowman Student Center will not act as an intermediary or representative for any sales from the gallery. Sales must be handled by the artist. Any work sold is to remain in the exhibit until the exhibit comes down.
- 8) Any audio/visual materials used in the art gallery must not interfere with other activities in the Lowman Student Center.
- 9) The Lowman Student Center will not exhibit work of bizarre, dangerous, or scandalous content. The LSC reserves the right to reject all work or concepts without justification.

### **LSC ART GALLERY EXHIBITION AGREEMENT**

**I understand and agree to abide by all the rules and regulations of the LSC Art Gallery, and the guidelines in the LSC Operations Policy.**

Artist's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SHSU Art Department Faculty representative: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required for SHSU student exhibits)

Revised: 6/7/2007