

## CIVIC ARTS PROGRAM: ENCINITAS LIBRARY GALLERY

Encinitas Library

540 Cornish Drive, Encinitas, CA 92024, (760) 753-7376

Monday-Thursday, 9:30am-8:00pm, Friday-Saturday, 9:30am-5:00pm, Sunday, 12:00-5:00pm.

[EncinitasCA.gov/VisualArt](http://EncinitasCA.gov/VisualArt)



### INSTALLING THE ARTWORK

- The exhibition will be installed by the artist and the City staff.
- Artist will make certain to have enough artworks for the gallery (2D: 25-30 pieces for walls, 3D: 6-12 for cases). Artist is expected to provide artwork to fill the space.
- The artist is responsible for visiting the venue ahead of time and developing a layout where the artwork is to be placed in the gallery based on the gallery dimension information.
- The artist will provide 2" x 3.5" wall signs (business card size), or tent cards for cases, on white paper for each artwork. Wall signs are placed to the bottom right of each artwork. The City provides the adhesive. Include the following: *Title*; media, year; artist name; price or NFS (not for sale); how to contact the artist (phone, email, website).
- The Library Gallery has an LED art lighting system and an abundance of natural sunlight. City staff will adjust the lighting system.
- The artists must sign a Waiver including a list of artwork in the exhibition.
- All artwork must remain in the gallery for the duration of the exhibition.

### ARTIST RECEPTION

- The artist must participate in Art Night Encinitas, the City's bi-monthly artist reception for all artists currently exhibiting in the civic art galleries. Art Night Encinitas takes place on a Saturday from 6-9pm.

### ART SALES

- All income from the sale of art goes to the artist, no commissions are retained by the City. The exhibition opportunity is a service to local artists.
- Artists are encouraged to be flexible in pricing given there is no gallery commission—affordably priced artwork sells well.

## PUBLICITY

- The artist promotes the exhibition to the media, clients and friends—a Media Contact List is available from City staff. Reporters respond well to artists and will often write a story. Give them a call and discuss your art with them.
- Exhibition information is included in the City's weekly e-newsletter to the community, the monthly Encinitas Arts & Events Calendar, the City website calendar and the City's visual art webpages.
- City staff will make an exhibition poster for the gallery using images submitted by the artist. The poster can be given to the artist after the exhibition closes.

## REMOVING THE ARTWORK

- The artist will remove artwork at 9AM on the designated date, unless scheduled otherwise.

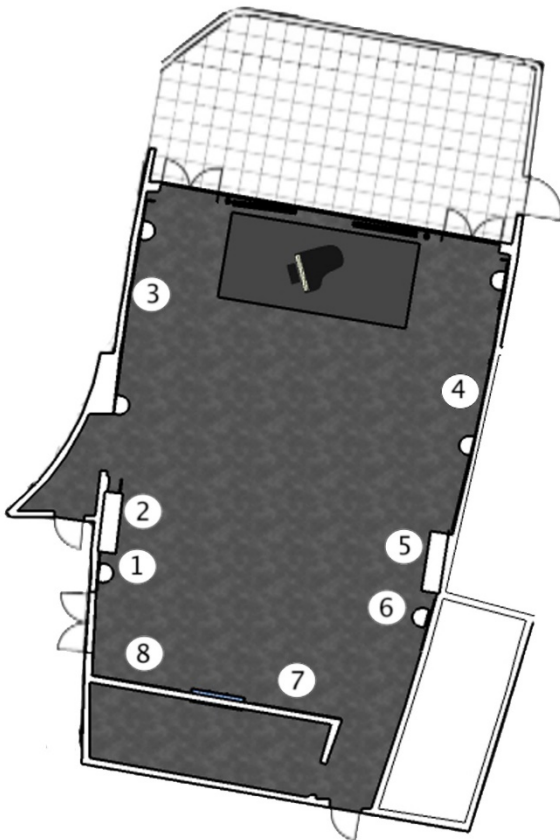
## GALLERY DIMENSIONS

See diagrams for specifics.

### WALLS

- The gallery is equipped with an art hanging system. Each rod will support up to 70 lbs. Two small artworks may be hung vertically on one rod.
- Each artwork must have wire on the back for hanging and be clean and ready for installation. No alligator hooks or metal d rings. Attach taut picture hanging wire so that the wire will remain approximately 2" below the top of the piece when hung.

94 linear feet of wall space:



### South Wall:

1. 4' wide x 9' high
2. 7'6" wide x 7'2" high
3. 22'3" wide x 9' high

### North Wall:

4. 28'6" wide x 9' high
5. 6'6" wide x 6'6" high
6. 5' wide x 9' high

### East Wall:

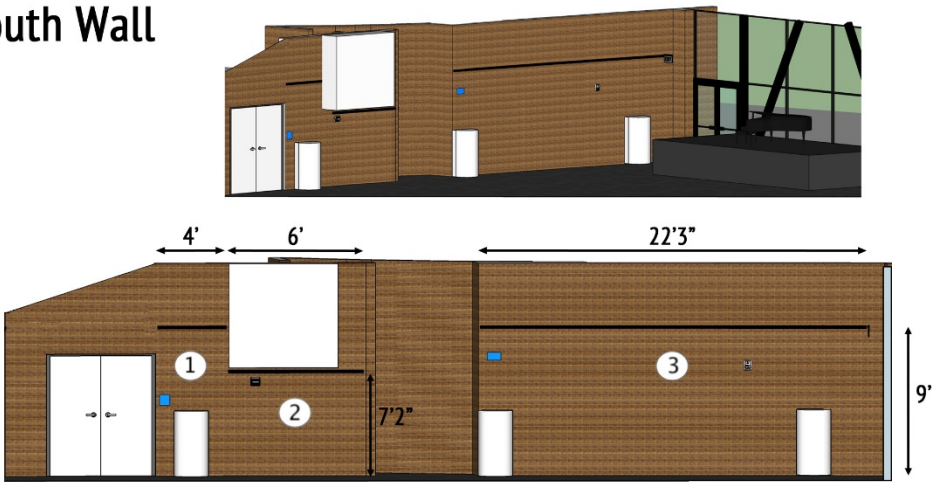
7. 10'2" wide x 9' high
8. 10'2' wide x 9' high

The Community Room/Art Gallery has:

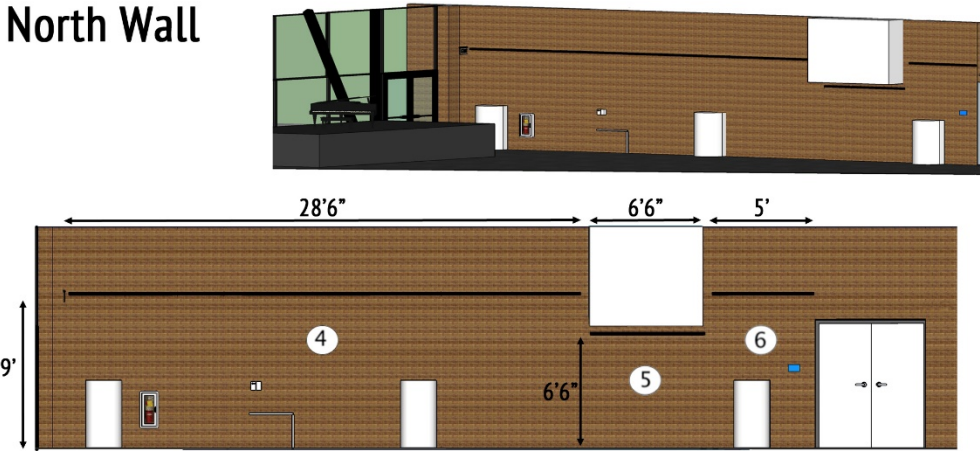
- Digital projector and 16' screen
- Sound system w/ 2 stand mics, 2 lav. mics
- Steinway concert grand piano
- Total 2000 sf
- Capacity: assembly 300; seated 150
- Catering kitchen, patio (capacity 100)

EXHIBITION WALLS

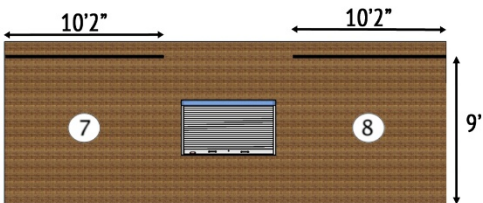
South Wall



North Wall



East Wall

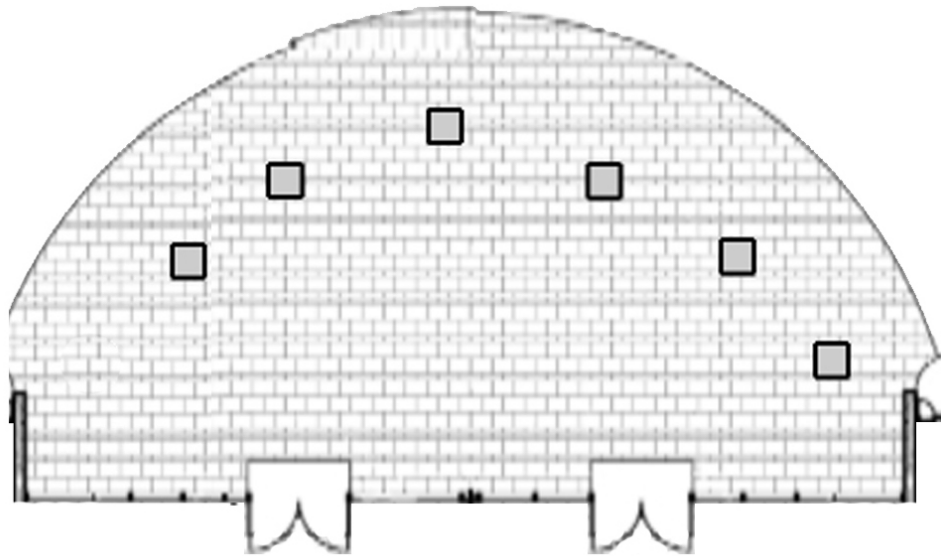


## EXHIBITION CASES

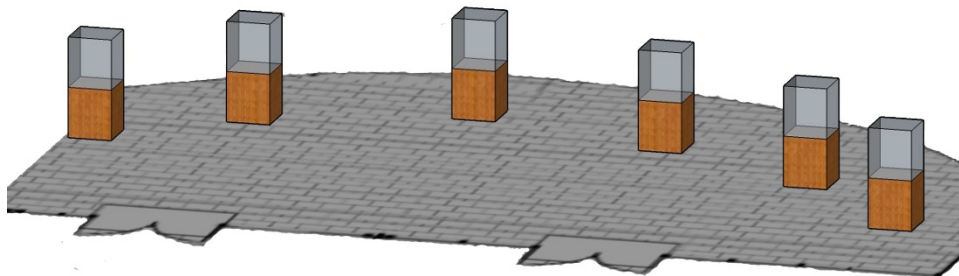
### CASES IN LOBBY

- All artwork must be inside a case.
- The exhibition cases are outfitted with florescent art lighting systems from below.
- There are 6 cube cases with plexiglass covers, each 2' x 2' x 2'.
- Weight maximum is 30 lbs per case.

### TOP VIEW



### ISO VIEW



Each Case is 2' x 2' x 2'

CONTACT : Jim Gilliam, [jgilliam@encinitasca.gov](mailto:jgilliam@encinitasca.gov), (760) 633-2748

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PARKS, RECREATION  
AND CULTURAL ARTS

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