



1. Artist Responsibilities & Installation

Applicants accepted for exhibition are responsible for delivering, installing, maintaining, and promptly removing all artwork during the scheduled exhibit period. Neither the Micro Gallery nor the Center for the Arts (CFA) provides storage for uncollected artwork. Any artwork left remaining after the exhibit period may be disposed of in accordance with New Hampshire state law. Exhibiting artists must maintain their display for the full duration of the exhibit period.

2. Sales, Replacements & Commission

All displayed artwork must be available for sale when the exhibit opens. If an artwork sells during the exhibit, the artist is expected to replace it with comparable work. Proceeds from sales are split as follows:

- **Artist Share:** 70% of the sale price
- **CFA Share:** 30% retained commission

3. Fees & Eligibility

- **Guild Membership:** Exhibitors must be active members of the CFA Visual Arts Guild (VAG) in New London, NH. (Membership registration is available at centerfortheartsnh.org/artist).
- **Application Fee:** A non-refundable \$25 administrative fee is due upon acceptance of the application.

4. Receptions & Promotion

The CFA provides exhibit space, beverages, and snacks for the opening reception. Participating artists are required to attend the First Friday opening reception. The CFA reserves the right to photograph submitted artwork and utilize artist-provided information for advertising and promotional purposes.

5. Insurance & Liability

Neither the CFA nor participating venues provide insurance coverage for displayed artwork. The CFA and venues assume no liability for loss or damage. Exhibiting artists may procure independent insurance coverage at their discretion.

6. Artwork Framing & Presentation Standards

Submitted artwork must be framed, gallery-wrapped, or mounted on a rigid substrate. Framing must demonstrate professional-quality construction and finishing. Requests for exceptions to presentation standards must be submitted in writing for approval.

Venue Information & Exhibit Schedules

Each artist—whether submitting as an individual or part of a group—must complete a separate copy of this Proposal & Agreement.

- **Main Street Micro Galleries (3-Month Rotations):**

Venues: Bar Harbor Bank & Trust (321 Main St.), New London Inn (353 Main St.), Blue Loon Bakery (Lovering Lane, across from Morgan Hill Bookstore), Grounds Cafe

Schedule: February–April | May–July | August–October | November–January

- **New London Hospital Micro Gallery (4-Month Rotations):**

Schedule: February–May | June–September | October–January

Application & Venue Selection Form

Venue Preferences (*Indicate preference order: 1, 2, 3, 4*):

☐ Blue Loon Bakery

☐ New London Inn

☐ New London Hospital

☐ Grounds Cafe

Considering a group exhibition? Share detail here (With whom and if there is a theme):

All artists being included in a group show will need to apply separately

Artist Contact Information

- **Artist Name:** _____
- **Street Address:** _____
- **City / State / Zip:** _____
- **Email Address:** _____
- **Website URL:** _____
- **Art Medium:** _____
- **Artist Bio & Statement:** (*Attach biography and/or artist statement to the application email*)

Submission & Approval Instructions

1. **Submit Materials:** Complete Part 1 of this form and submit via email to **gallery@cfanh.org**. Attach five (5) high-resolution images (JPG, JPEG, or PNG format) representative of the proposed artwork.
2. **Committee Review:** Applicants will receive written notification regarding the status of Part 1. Upon acceptance, Part 2 of the agreement will be issued to initiate exhibition preparation.

Acknowledgement & Agreement

A physical or electronic signature below confirms that the applicant has read, understood, and agreed to all terms, policies, and conditions outlined in this application.

Printed Name: _____

Signature: _____

Date: _____