Artist’s Exhibit Guidelines

Since 1978, Arts and Health has enriched and supported the healthcare environment by providing quality literary, performing and visual arts programming to the Duke Medicine community. We believe that access to the arts is essential for the health and well-being of patients, their loved ones, staff, volunteers, and visitors.

Statement of purpose
Art is often the most visible and noticeable aspect of the hospital’s visual environment. We strive to exhibit artwork that fulfills our mission and goals. In addition, we believe that high quality artwork, while supporting the healing and well-being of patients and staff, can also affect a patient or visitor’s perception of the quality of care we provide at Duke Medicine.

Eligibility
Any artist, including patients and employees, may apply to exhibit.
Any artist group or organization may apply to exhibit.
From time to time Arts & Health contacts artists to exhibit in the medical center.
We exhibit primarily the work of North Carolina artists.

Qualifications
Exhibits should
- have a healthy and harmonious outlook,
- have the ability to touch the spirit or move the viewer in a positive way,
- bring beauty to the healthcare environment.
Exhibits should not
- be hostile,
- be obviously depressing,
- have any negative medical connotation,
- be confusing or confrontational.

Important considerations
Exhibition sites (see companion document)
There are 5 exhibition venues in Duke Medical Center: 2 in Duke Hospital, 2 in Duke Eye Center, and one in Duke Clinics.
Length of exhibitions
Depending on the venue, exhibitions last from one week to 3 months.
Publicity
Arts & Health uses the information you provide in your biography and artist statement to publicize your exhibit to the Duke community and to create signage for your exhibition.

Sales and commission, attendance at sale site
Unless other arrangements are made, Arts & Health handles all sales. We are not able to make charge card sales; in addition to cash, we do accept personal checks made out to an individual artist or artisan’s guild. As stated in the Artist Agreement, Arts & Health requests a donation of 20% of all sales. This is paid to Arts & Health by the artist at the end of the exhibition. An artist or representatives of an artisans’ group may be present at the sale site to show work and encourage sales. Details of this arrangement should be discussed in advance with Arts & Health staff. Exhibits that feature individual artists within an artisan group or cooperative must calculate and pay commissions for all participants in one check.

Insurance
Art works exhibited on loan are insured through Duke University’s fine arts insurance policy which covers fire, vandalism, and theft. The policy has a $1000 deductible clause and a maximum coverage of $10,000 on any one item. Because of our limited budget, we regret that we cannot take responsibility for the $1000 deductible. Additional insurance coverage can be arranged at exhibitor’s expense if requested in advance.

Preparation of work
All work MUST BE READY TO DISPLAY. All two-dimensional work should be ready to hang with wire or other hanging device on the back. Oil and acrylic paintings should be framed. Works on paper should be either framed or braquetted under glass or plexiglass. Three-dimensional work must be stable and not easily tipped over or otherwise disturbed. Individual venues have varying size restrictions; please see accompanying document.

Submitting your work for consideration
Please submit the following:
- Five – eight digital images of the artist’s work
- Resume or CV
- Short biographical statement (not more than 1 page)
- Artist statement
- Arts & Health Artist Exhibit Application

This information may be submitted electronically or on a CD or DVD. Electronic submissions emailed to: Samuel.morrison@duke.edu or betty.haskin@duke.edu

Disk submissions send to:
Arts & Health at Duke, Attention Exhibits Coordinator
DUMC 3017
Durham, NC 27710

Acceptance & notification
If your artwork is chosen for exhibition, you will be notified by Arts & Health staff. Notification will include the following:
- exhibition dates and location,
- delivery and pickup information,
- how to prepare your work,
- an inventory form,
- commission, sales and insurance details