GUIDELINES FOR VISUAL ARTIST AND ART GROUP EXHIBITS

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 environment. We strive to exhibit artwork that fulfills our mission and goals.

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.
- Priority to exhibit is given to North Carolina based artists or those with a connection to Duke University Hospital.

Our galleries are located in main public hallways of the hospital and clinics. These exhibits are viewed by patients, their families, visitors and staff.

Our intent is to exhibit work that is uplifting, provides a positive distraction and heightens the visitor experience at Duke University Hospital and its clinics. Please keep this in mind when selecting artwork for consideration.

Important considerations

Exhibition sites
There are 2 exhibition venues for artists at Duke Hospital: The Arts & Health Galleries located in the Concourse between Duke Hospital North and the Duke Medicine Pavilion, and the Morrison Exhibit Space near Clinic 1D located in the First floor Clinic Corridor. **Priority may be given to artists and groups whom have not exhibited in the previous year to allow more artists the opportunity to exhibit.**

Length of exhibitions
Exhibitions last, on average, 8 weeks

“On-Site” Requirements for Artists — **ONLY FOR CLINIC 1D DISPLAY AREA**
Exhibiting artists in the Morrison Exhibit Space near Clinic 1D are expected to be “on-site” with your exhibit at least four times during your show to help sell, provide demonstrations, and/or be available to discuss your work with patients, visitors, and staff. Selling your work directly from the showcase is encouraged during these times, as long as it can be replaced with another appropriate work. Selected artists will be loaned a key to this display area during the duration of your exhibit. If the key is lost by the artist, there will be a fee for replacement.
**Sales**
Art & Health can accept cash or check payments for sales. Checks will be made out directly to the artist or group. Anyone wanting to purchase work with credit or debit cards will be put in contact with the artist or group. Artists may be asked to replenish their exhibit if a significant number of pieces are sold and/or the purchaser requests the pick-up of a piece prior to the end of the exhibit. Artists are expected to include any required taxes or fees in the list price on the label. Art & Health will only collect the amount listed on the exhibit label. Artists are responsible for claiming and paying any necessary sales tax.

**Contributions**
Art & Health requests a donation of 25% of all sales. This is paid to Art & Health by the artist or group at the end, or within 4 weeks of the exhibition end date. This amount is tax-deductible and donors will receive confirmation of their contribution.

**Publicity**
Art & 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.

**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 DRY & READY TO DISPLAY SAFELY. 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 refer to the following website page for dimensions of each exhibit space, [https://artsandhealth.duke.edu/participate/artists/gallery-spaces](https://artsandhealth.duke.edu/participate/artists/gallery-spaces).

**CHECKLIST for submitting your work for consideration**
Please submit the following:

- Eight (8) – ten (10) digital images of the artist’s work
- Resume or CV
- Short biographical statement (not more than 1 page)
- Artist statement (one paragraph, please)
- Arts & Health Artist Exhibit Application (including Exhibit Information and Price Range)

This information may be submitted electronically or on a CD or DVD.
Electronic submissions emailed to: jennifer.collins3@duke.edu

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

**Review, Notification & Exhibit Agreement**
Exhibit Applications will be considered for the current and following calendar year, based on availability. Applications must be reviewed by the Arts & Health Advisory Committee, which meets quarterly. If your artwork is chosen for exhibition, you will be notified by Arts & Health staff, and will be sent an Exhibit Agreement specifying exhibit dates, location, and other pertinent details.