

## **Stormwater Studios Exhibition Guidelines**

We are pleased to be able to offer Stormwater Studios at a reasonable rate to provide local and national artists with a quality area in which to display and sell their artwork. The following guidelines for lease of the exhibition space:

### **1. Acceptable Work**

All work must be professional in nature and displayed in an appropriate manner. The Resident Artists at Stormwater Studios may request that sample works, representative of the planned show be submitted for jurying by our Review Committee.

### **2. Artist's Responsibility**

- The exhibiting artist/ renter is responsible for security, manning the exhibition and care of the exhibition and studio space during openings/receptions that occur after-hours or on weekends. The renter is responsible for securing the facility during the exhibition at the end of day, locking all doors and setting alarms.
- Renter is responsible for removal of trash, and thorough clean-up of the gallery, kitchen, bathrooms and grounds after any public event and at the end of the rental period.
- The exhibiting artist is responsible for her/his own advertising. Resident Artists at Stormwater Studios does maintain their own social media and advertising. The renters program information may be included in this social media, at the discretion of the Resident Artists at Stormwater Studios.
- The renter displaying work in the gallery can choose to secure insurance coverage for their artwork during show. Insurance is not required but Stormwater Studios is not responsible for any damage, loss, or theft.
- The artist is responsible for the activities of any artists, exhibitors and visitors that accompany him/her in the show and openings or exhibitions Any damage to the space will be charged to the exhibiting artist/renter.
- If alcoholic beverages are served at any time, the renting party will assume full responsibility for proper and legal serving of these beverages and any subsequent liability. This policy is further outlined in the Exhibition Space and Waiver of Liability Agreement.

- While all due care will be taken, Stormwater Studios Resident Artists and building owners are not responsible for, nor will reimburse for any damaged or missing pieces of art or other property while on display.
- Stormwater Studios cannot sell or act as an agent for the artist.
- Items and artwork left more than 3 days after the exhibition closing date will become the property of Stormwater Studios.

#### **4. Scheduling a Show**

Shows in Stormwater Studios Exhibition space may run for up to two consecutive weeks, with rentals starting on Thursday mornings and ending on Tuesday night. An exhibition calendar is posted in the kitchen area to show the dates when the Gallery has already been reserved. You must schedule your show through Fred Delk at CDC (803-988-8040). The Exhibition space is available on a first-come first-served basis, however regular Stormwater Studios and Resident Artists shows will always have first preference. Stormwater Studios has the right to accept or reject any show or program.

#### **5. Exhibit Setup and Removal**

- The exhibition spaces will be available for set-up beginning **Tuesday** morning of the week(s) rented. Your show must be removed by **Monday** night at the show's end.
- Due to the fragile nature of the lighting system, light heads should not be moved along the track, but may be aimed if necessary. Lighting is controlled by a centralized dimmer switch located in the main gallery.
- **Under no circumstances should the artist's set-up block any view into or physical access to building exits or to individual artists' studios.** This includes keeping all hallways and doors clear of artists display and installation materials, tables, chairs coolers, etc. Stormwater Studios reserves the right to remove items that are in violation of this guideline. The Studios will attempt to reach the artist by phone before items are removed.

## **6. Fees and Deposits**

### RENTAL RATES FOR ARTIST EXHIBITIONS

Exhibition Gallery \$200.00/week This is a special introductory rate and will be charged for Artist Shows and Exhibitions only through March, 2019. Rates after that date may be adjusted by Stormwater Studios.

A separate security deposit check in the amount of \$200.00 will be held to secure your reservation and to insure that the display areas are properly maintained for the period of the exhibition. The deposit will be returned after the Exhibition Space has been inspected and approved by the Stormwater Studios Exhibition Board. The deposit will also be forfeited if the artist cancels a show less than one month before the planned opening or fails to follow the guidelines for setting up the show as specified in #5 above.”

## **7. Programming and Receptions**

### **Alcoholic beverages**

- The Residents Artists at Stormwater Studios and the building owners do not encourage the service of alcoholic beverages. However, if alcoholic refreshments are served, the renter bears full responsibility for the event and the actions of guests and is expected to comply with all S.C. laws pertaining to the service of alcohol.
- Since Stormwater Studios is a work/retail area, the reception area and other exhibition space must be cleaned (swept, mopped, and food items, coolers, and trash removed, etc.) by 10:00 a.m. the following day. If the reception guests utilize the outside patio and grounds, this area should be cleaned up as well.

### **Use of Private Studios and unused wall space during rental events:**

The work of studio members will remain displayed in any unrented or unutilized exhibition areas. Individual studios will be closed during opening night receptions. Resident Artists may work in their studios, but will keep their doors closed. If the exhibiting artist invite a member to have his/her studio open, this invitation must be extended to all members.

## **8. Heating and Air Conditioning**

The Studios and Exhibition Space are heated/cooled by individual units. Before an event, the exhibitor should check the thermostat and adjust to his/her comfort level.

Summer and Transition Seasons: Set cooling to 73 degrees

Winter: Set heating to 65

## **9. Contact/Emergencies**

Any problem encountered during an event should be reported to Fred Delk on the next business morning (803-988-8040). If an emergency arises that needs immediate attention, Fred Delk can be reached after hours at (803-917-3968)