 EXHIBITING GUIDELINES

Following are the general guidelines for exhibiting at the Edward Hopper House. If otherwise agreed or if funding is secured, some of these terms may be negotiable:

1. Artist is responsible for delivery and removal of artwork (“loaned objects”) on agreed-upon dates.
2. Loaned objects will be insured by Edward Hopper House while on premises during the exhibition from the time of delivery through return mailing or specified pickup date.
3. Unless otherwise agreed, EHH is not responsible for loaned objects while in transit.
4. The loaned objects will be under continuous protection from fire and theft through our updated security system.
5. Temperatures will remain at 70 ◦F (+/- 5◦) and humidity levels at 50% (+/- 5%),
6. Lighting will be adjusted to appropriate level.
7. Loaned objects must arrive ready to hang or otherwise display.
8. EHH will produce a postcard to be sent to its members and guests. Approximately 50 extra cards per exhibition will be made available to artists.
9. EHH will announce the exhibition through press releases, emails, on website, and social media. EHH will provide a digital invitation/announcement to artists.
10. EHH will have permission to use images of loaned objects that have been provided by artist for press, publicity, and marketing purposes.
11. EHH does not handle sales. Any potential sales will be handled directly through artist or his/her representative.
12. EHH will host an opening reception and will provide wine and light snacks.
13. A contract with these terms will be sent to exhibiting artist prior to installation.