OVERVIEW
The Eagle Arts Commission (EAC) is pleased to provide 3D artists with the opportunity to display their work at the City Hall gallery for 2020-2021. The EAC promotes the work of both local and regional artists in a variety of mediums. Artists who are new to public art display are encouraged to enter.

ELIGIBILITY
1. Artists working in 3D work including ceramics, sculpture, glass, jewelry, metal work and mixed media are encouraged to apply.
2. The work must be professionally presented. Work will not be accepted with scratches or damaged in any way.
3. All work must be original. No reproductions will be accepted.
4. All submissions MUST include an artist’s biography and/or resume. Documents must be submitted in a PDF and Word digital format.
5. All submissions must be submitted on a CD or thumb drive (non-returnable), clearly labeled with artist’s last name. The JPG filename format shall be: Last Name_First Name_Title. Example: Adams_Ansel_Bridalveil Fall.
6. Please submit up to five (5) images for consideration. Images shall be individual .jpg format and shall not exceed five (5) megabytes in size.
7. No artwork will be displayed which cannot safely be displayed utilizing the galleries equipment, that requires unusual maintenance, handling or security, or is disruptive or likely to offend the sensibilities of the general public. Each piece to be displayed will be evaluated for its compliance with these general requirements. Selectees will be asked to enter into an Artist Waiver and Release for the City Hall display case gallery.
8. Artists are encouraged to visit the gallery location to become familiar with the display area and the display hardware to ensure it is adequate to display their work.
9. The dimensions of the display case are 4’ high x 5’ 10” wide x 1’ 6” deep.

SUBMITAL REQUIREMENTS
1. □ Completed Entry Form
2. □ Artist biography/resume - in PDF and WORD compatible format
3. □ Up to five (5) properly labeled .jpg images of your artwork on a PC compatible disk or thumb drive
4. □ Non-refundable gallery maintenance fee of $10.00
5. □ Artists are required to sign the Waiver and Release form for the City Hall Display Case Gallery. Should an artist not be selected, the waiver will be deemed null and void.

SELECTION CRITERIA
Selection criteria will include an evaluation of the following items:
1. Entry Form: Review for satisfactory completion (Accepted/Rejected)
2. Image List: Review for satisfactory completion (Accepted/Rejected)
3. Complete artist Waiver and Release form for both locations (Accepted/Rejected)
4. Artist’s Biography/Resume: Review for experience and/or qualifications (Accepted/Rejected)
5. JPG artwork images: Reviewed for some or all of the elements of color, composition, line, shape, value, and creativity.
APPLICATION DEADLINE
Deadline for submittals is Friday, March 20, 2020, at 4:00 p.m., (MST).

Mail or hand deliver submittals to:
City of Eagle
Attn: City Clerk’s Office
660 East Civic Lane
Eagle, Idaho, 83616.

TIMELINE:
1. **Friday, March 20, 2020 at 4:00 p.m.:** Deadline for submittals.
2. **Thursday, April 2, 2020:** Review submittals
3. **Thursday, April 16, 2020:** Notify Artists of acceptance or denial and coordinate display months either via email or phone call.

Sales
All sales are managed by the artist directly. City Staff can direct patrons to the artists’ contact information.

Questions
Direct questions to:
Holly Csencsits, Administrative Clerk II
Email: ArtsCommission@cityofeagle.org
Phone: (208)939-6813, ext. 215
Entry Form
Please complete and submit the entry form no later than
Friday, March 20, 2020, 4:00 p.m. (MST)
to 660 East Civic Lane, Eagle, Idaho 83616

Artist Name: ________________________________________________________________
Address: _________________________________________________________________
City: __________________________ State_________ Zip: _____________________________
Home Phone: __________________________ Cell: ________________________________
E-mail Address: _____________________________________________________________
Website: ____________________________

Image List

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Artist Signature: ______________________________________________________ Date: ____________
City of Eagle
Artist Waiver and Release
Between
Eagle City Hall Gallery and the Artist

The Artist assumes responsibility and agrees to protect, indemnify, defend, save and hold harmless the City of Eagle and its employees against any and all claims, losses, and damages to persons and property, charges or fines by legal authorities and legal expenses arising from or caused to or by Artist due to the installation, placement, removal, maintenance or part thereof of the Artist’s works displayed on/in City property, excluding any such liability cause by the grossly negligent acts or omissions of the City of Eagle and its employees.

The Artist acknowledges that the City of Eagle does not maintain insurance covering the Artist’s property or liability. It is the sole responsibility of the Artist to obtain any property damage, liability, business interruption, and any other type of insurance covering any and all losses by the Artist.

Artist Name (print): ________________________________
Artist Signature: ________________________________ Date: ______