



**CITY OF COVINGTON**  
 Parks and Recreation Department  
 16720 SE 271<sup>st</sup> Street, Suite 100  
 Covington, WA 98042

Phone: (253) 480-2482  
 Fax: (253) 480-2401  
[www.covingtonwa.gov](http://www.covingtonwa.gov)

## 2013 Call to Artists Application Form

### General Information

The City of Covington opened its City Hall Art Gallery in 2004. Since that time, over 90 local artists and groups have displayed their artwork in the gallery. The Covington Parks and Recreation Department, in conjunction with the Covington Arts Commission, is currently accepting submissions from local and regional visual artists to exhibit their original artwork during the 2013 gallery season.

The City of Covington Art Gallery is located in City Hall at 16720 SE 271st Street, Suite 100. Artwork may be viewed Monday through Friday between the hours of 8:00 A.M. and 5:00 P.M. There is a 26' wall designated for art in the City Council Chambers. In addition, there are two track systems behind the Permit Center counter in the Covington City Hall lobby. One is 13 feet long and the other is 4.5 feet long, for a total of 17.5 feet. Please note that the City Council Chambers is a public meeting space and may not always be available for viewing artwork during the hours indicated. Please call (253) 480-2400 for a current viewing schedule.

<b>Name:</b>			
<b>Mailing Address:</b>			
<b>City, State, Zip:</b>			
<b>Phone:</b>	<b>Home:</b>	<b>Cell:</b>	
<b>Email Address:</b>			
<b>Month Preferred:</b>	<b>First Choice:</b>	<b>Second Choice:</b>	<input type="checkbox"/> <b>No Preference</b>
<b>My Artwork Will Fill:</b>	<input type="checkbox"/> <b>All Display Space (Preferred)</b> <input type="checkbox"/> <b>One-Half of the Display Space</b>		
<b>January Display:</b>	<b>Are you available to display your work in January?</b>	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>

### Applicants must submit the following:

- A fully completed Artists Application Form.
- The artist's preferred month in 2013 for displaying his or her artwork. The City of Covington Arts Commission cannot guarantee that the preferred month will be assigned.
- Medium(s) and estimated number of display pieces.
- A résumé or artist's background along with an artist's statement.
- Five (5) JPEG images submitted on compact disk. Include title, medium, date created and dimensions.
- A self-addressed, stamped mailer for the return of materials if desired. The City of Covington is not responsible for loss or damage of submissions.

The City of Covington Arts Commission selects artists based on the artwork submitted at the time of application. Artists will be expected to exhibit similar works of art as that presented at the time of application. Monthly art displays usually feature one exhibitor.

Artists are responsible for transporting, installing and selling his or her artwork. Please provide contact information for interested buyers. Artists need to provide labels for each piece of artwork and an artist's statement. The City of Covington is not responsible for damage due to improper installation by the artist.

If selected, the artist agrees to allow the City of Covington to reproduce and use up to (2) images (or other provided by the artist) for promoting the exhibit, the arts commission, and the gallery season. Submission of this application constitutes agreement to the use of the artist's materials in this way.

The City of Covington will provide information to the media whenever possible or at the media's request. Decisions to publicize the exhibit are at the sole discretion of the media. Applicant may also include a photograph of the artist with or without art, for publicity purposes.

The artist acknowledges that the artwork provided for display is fully owned by the artist and/or the artist is the responsible agent for the displayed art. The artwork will be displayed in public areas. There is no guarantee or assurances of any kind for the protection of the artwork. The artist, by displaying the artwork, is undertaking all risks of loss or damage to the artwork and will make no claim against the City, its officials, agents, employees or volunteers for any such loss or damage. The City's insurance does not cover Display Artists' art. If any party makes a claim for loss or damage to the artwork, the artist agrees to hold harmless the City for such loss.

I hereby acknowledge and agree to the terms in this application:

Artist Signature \_\_\_\_\_ Date \_\_\_\_\_

An application and compact disk containing Five (5) JPEG images may be sent by mail, or delivered to:

Covington Arts Commission  
Attention Pat Patterson  
Covington City Hall  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, WA 98042

Artists may also email an application and JPEG images to [ppatterson@covingtonwa.gov](mailto:ppatterson@covingtonwa.gov)

**Completed application materials must be received no later than December 7, 2012**

Please contact Pat Patterson, Recreation Manager at (253) 480-2482 with questions or requests for additional applications.