

Dear Artist:

Thank you for considering the Ulysses Philomathic Library (UPL) exhibition program. Exhibitions are generally planned one year in advance, and all performances and exhibitions at the library are subject to the discretion of the Library Director and staff. Exhibition proposals may be submitted by hard copy or emailed to the contact listed below.

Please do not send any materials that you would like returned, as UPL cannot be responsible for returning your items.

UPL staff will do our best to respond to your submission in a timely manner. We receive a large number of inquiries and we appreciate your patience.

### **ULYSSES PHILOMATHIC LIBRARY ART EXHIBITION PROPOSAL**

The purpose of this proposal form is to help us understand how we can best serve your desire to exhibit at the library and to ensure that your exhibition is a good fit for our community space.

**Please include the following information in your proposal.** You may write your answers in an email with attached documents, or mail or hand-deliver a printed packet.

#### **Artist Contact**

Please include your name, phone number, and email on your Art Exhibition Proposal.

#### **Artist Background**

1. Artist statement
2. Résumé or CV detailing your education, grants, awards, fellowships, exhibitions, collections, publications, teaching positions, and gallery representation or affiliations

#### **Art work**

1. What is the nature of the physical work is that you wish to display in the library?
2. Please include images to support your description.
3. Share 1-3 ideas, concepts, or experiences this body of work communicates.
4. What inspirations or traditions guided or influenced this body of work?
5. How are the methods or techniques you use important to this body of work?
6. What are the general themes of the work?
7. Provide a sense of scale of the exhibition: how many pieces will be shown, what sizes, what mediums?
8. Why are you interested exhibiting at the library?

9. What are you hoping the library patron who sees your work will experience?

10. Where do you want to display your work in the library? Check all that apply.

- Reading Room
- Teen Area
- Children's area platform
- Melvin Community Meeting Room

### **Installation**

1. Any special installation needs or requirements? (For example, numerous electrical outlets, audio-visual equipment, or specialized wall mounts).
2. Our exhibits generally stay up for two months so that we can maximize the number of patrons who will enjoy them. What is your preferred timing and availability for the exhibition you would like to share with the library community?

**UPL Exhibition Proposal forms may be submitted via email to [outreach@trumansburglibrary.org](mailto:outreach@trumansburglibrary.org) or mailed or delivered to the library:**

Meredith DeCotiis  
Ulysses Philomathic Library  
PO Box 655  
Trumansburg, NY 14886

**For questions, or to schedule a studio visit, please email [outreach@trumansburglibrary.org](mailto:outreach@trumansburglibrary.org) or call Meredith at 607.387.5623.**