

Quilt and Textile Loan Guidelines

We look to you the creator to find unique and interesting ways to display your textiles.

If it can be hung on the wall, see hanging guidelines below. If it is not suitable for wall hanging, we will work together to find other display opportunities. If you have a special display rack that you want to use to display your work, please let us know and plan to bring it with your textile.

Since this is an exhibit about the art of batiks, all quilts/textiles/textile art that are created with or include batik in them will be given first preference in the exhibit but all types of quilts and textiles will be accepted.

Limit of 1 quilt and/or 3 textiles per exhibitor! One Registration Form for each ITEM!

For the purposes of these Guidelines **ITEM** is interchanged with quilts or all textiles made of knit, crochet, needlepoint, embroidery, tatting, sewing, weaving, latch-hooking, textile art, or any other form of textiles.

Guidelines

- o **All ITEMS to be hung must have a hanging sleeve sewn onto the back. Museum staff will give you instructions for this sleeve if necessary. If your ITEM is too fragile to sew on a sleeve, or doesn't have a hanging sleeve it will be displayed folded on a rack or another display method.**
- o All hanging textile art (framed or unframed) is expected to have appropriate hanging device attached to the back. If no hanging device is attached, artwork will not be accepted. If hanging device is not sufficient to accommodate the weight of the artwork and the artwork falls off the wall, Stauth Memorial Museum is not responsible for damages done to the artwork. The exhibitor will be called to come and correct the hanging problem or the work will be taken out of the exhibition.
- o All exhibitors will be responsible for getting their items to the Museum no later than **Tuesday, October 9, 2019**. Delivery appointments will be scheduled from September 27th through October 9th.
- o A Loan Agreement Form must be signed by the owner at delivery to be accepted into this exhibition. All ITEMS are required to be delivered by the owner so the information on the Information & Registration Form can be reviewed to create the most complete and accurate display label for each ITEM.
- o All ITEMS will be considered for display on a first-to-notify, first-to-display basis. ITEMS of all sizes will be considered (king, queen, twin, full, baby, wall-hangings, pillows, throws, etc.).
- o When the allotted number of reservations for this exhibit are filled, the show will be closed. The exhibit space is 2,500 square foot so we want to fill the room, but leave ample space so each piece can be viewed and appreciated without being crowded.
- o All exhibitors will be responsible for picking up their items from the Museum no later than **5:00 PM on Wednesday, December 11, 2019** with specific pick up appointments scheduled for December 3rd through December 11th.
- o If the owner cannot pick up their ITEM(S), they may send a representative to pickup their ITEM. These arrangements must be pre-approved by the Director!

Care and Preservation:

- o The Stauth Memorial Museum will give loaned objects the same care as property of its own and provide protection against fire, theft, mishandling, dirt, pest damage and environmental extremes. The museum will not be responsible for gradual inherent deterioration.
- o Evidence of damage will be reported immediately to the Lender.
- o No alteration, restoration or repair will be undertaken without the Lender's prior permission.
- o The lender agrees that objects are in such condition as to withstand necessary packing, transportation, handling and exposure for the duration of the exhibit.

Photography:

- o Permission to photographically reproduce in museum publication, for publicity and for educational purposes is assumed unless otherwise stated by the Lender.
- o Objects on exhibit may be photographed by the general public unless otherwise stated by the Lender. All flash photography is prohibited!

The deadline for Information & Registration Forms is Tuesday, September 24, 2019