



## **Art Submission Guidelines / Selection Process**

### **About the EnviroHouse**

The City of Tacoma EnviroHouse is a hands-on showcase of green building and landscape ideas, materials and techniques that create a healthy home and planet. Featuring the latest advances in green building design and construction, the EnviroHouse champions the benefits of sustainable living and building practices to homeowners, builders, suppliers, landscapers, real estate agents and the public, while highlighting readily available products for new and existing homes and yards.

In addition to more than 150 permanent green products, the EnviroHouse features an ongoing, rotating art exhibit by Western Washington artists who use existing materials in their work.

### **Art submission guidelines**

- The EnviroHouse accepts submissions of recycled-content art using found or existing materials on an ongoing basis.
- How to apply:  
Submit promotional bio and artist's statement (150-250 words each), and a representative sample of images of work (10 images maximum) via mail or e-mail.
  - Mail: EnviroHouse Coordinator  
Solid Waste Management  
3510 S. Mullen St.  
Tacoma, WA 98409
  - E-mail: [EHouse@cityoftacoma.org](mailto:EHouse@cityoftacoma.org)

### **Art selection/display process**

- A panel of representatives from the funding partners of the EnviroHouse will select artists and pieces for display.
- Selected art will be displayed at the EnviroHouse for a minimum of four months. Artists may be selected for a solo show or as part of a group show.
- Selected artwork cannot be sold from the EnviroHouse and cannot be displayed with price or procurement information.
- The artist's name will be posted with each piece, and artist contact information will be available in a notebook so if EnviroHouse visitors are interested in discussing or purchasing artwork, they may contact the artist.
- The City provides a secure environment but will not be liable for artwork while it is on display at the EnviroHouse. Artists are required to sign a waiver.

### **Art opening event/publicity**

- An opening event will be held for each new show at the EnviroHouse the Second Sunday of the month following the date the show opens. Event hours will be 2 to 4 p.m.
- Artists may use their mailing lists to invite their contacts to the event, but the City will not do a direct mailing for the opening. The City may, at its own discretion, choose to publicize the show through existing communication vehicles.

### **For more information, contact the EnviroHouse coordinator:**

Phone: (253) 573-2426

E-mail: [EHouse@cityoftacoma.org](mailto:EHouse@cityoftacoma.org)



## Hold Harmless Agreement

**Artist Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Name of Exhibit:** \_\_\_\_\_

**Artwork Delivery Date:** \_\_\_\_\_ **Installation Date:** \_\_\_\_\_

**Exhibit Dates:** \_\_\_\_\_ **Artwork Pickup Date:** \_\_\_\_\_

In consideration that the City of Tacoma is providing space for exhibition of the work of art by \_\_\_\_\_, hereinafter referred to as the "Exhibitor" in the Envirohouse located at \_\_\_\_\_; it is understood and agreed between the City of Tacoma and the Exhibitor, that said Exhibitor shall indemnify and hold harmless the City of Tacoma from and against all claims and suits for bodily injury, property damage or any other type or nature of claim or suit whatsoever brought to the City of Tacoma arising out of the existence or exhibit described above.

The City of Tacoma will make reasonable efforts to safeguard the work however it is also understood and agreed that the City of Tacoma shall not be held responsible for damage to or loss of any part or all of the property placed on display, exhibit, or shown by the Exhibitor for the period of \_\_\_\_\_ as well as during any period of installation or removal of said display, exhibit or show, and Exhibitor agrees to accept all responsibility for the safety of the artwork and property placed on display, exhibit, or show as herein before noted and described. The Exhibitor further agrees that the City of Tacoma shall have no obligation to insure said works while on exhibition or during installation or removal.

The City of Tacoma will refer all sales requests directly to the artist. The City of Tacoma will not manage any sales or take any money in exchange for artwork. Artwork will remain in the exhibit until the final date. The Exhibitor is responsible to pick up the artwork and deliver any sold artwork to the buyer.

The foregoing is hereby agreed to and accepted this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

By: \_\_\_\_\_