



**City of Santa Barbara**  
Airport Department

**DATE:** September 16, 2015  
**TO:** Airport Commission  
**FROM:** Hazel Johns, Airport Director  
**SUBJECT:** Airport Public Art Policies and Guidelines

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**RECOMMENDATION:**

That Airport Commission approve the Santa Barbara Airport Public Art Program Policies and Guidelines as presented.

**DISCUSSION:**

**Background**

The City of Santa Barbara is committed to supporting and promoting the arts as an essential component of the quality of life in the community. In 1985, the City Arts Advisory Committee and its subcommittee, the Visual Arts in Public Places Committee (VAPP) were established by resolution to provide guidelines and review process for the vetting of temporary and permanent public art.

The Santa Barbara Airport (SBA) art program is intended to provide the traveling public with a high standard of visual art integrated into the architecture, interior, and grounds of the terminal complex. The art will reflect the rich cultural diversity, history, and environment of the region.

**Art Program**

The program has three components:

**1. Commissioned art, which is part of the permanent collection:**

The permanent collection includes Santa Barbara Sky Gazing by Vidya Gauci (the hand-stenciled beams in the main lobby), Giant Brown Kelp, by Coleen Kelly (the wrought-iron railings), and Santa Barbara 360°, by Lori Ann David, (the ceramic mosaic floor in the rotunda)

**2. Art on long-term loan or donation:**

Art on loan includes: the Fiesta mural, by Channing Peake, on loan from the Santa Barbara County Arts Commission, the Santa Barbara County Courthouse Lantern, on loan from the County of Santa Barbara, the Good Time Clock IV, by George Rhoads, and the Albatross V, by Dustin Schuler, on loan from the David Bermant Foundation.

**3. Temporary exhibitions:**

This program is intended to be for the temporary display of selected artwork by regional artists, private collections, or cultural institutions. The Airport will provide designated locations for exhibiting artwork and artifacts in public places. The exhibitions will promote art, other historical and cultural heritage, or local tourism and commerce.

**Funding**

Funding for the program was initially derived from funding in the Airline Terminal Project budget, grants, and long-term loans of art. Future funding will be derived from fundraising, donations, and the Airport Operating Budget.

Funds will be used for the commission, purchase, repair, maintenance, and installation of artwork.

**Implementation**

A Public Art Oversight Committee (PAOC) will be formed to provide guidance, leadership and support to the Airport Commission and Airport Staff in the implementation of the program. The PAOC will consist of one member each selected by the following organizations:

1. Airport Commission
2. City Arts Advisory Committee
3. Visual Arts in Public Places (VAA)
4. Architectural Board of Review (ABR)
5. Santa Barbara County Art in Public Places Committee (CAPP)
6. Santa Barbara Airport Director or designee
7. Santa Barbara County Arts Commission Visual Arts Coordinator

In addition, the PAOC will have one non-voting member, the Art Program Curator. The Curator will administer the program on the Airport's behalf. The curator will have a minimum of a Bachelor of Arts degree in arts administration, or a related field, and three years of experience.

The PAOC will be charged with:

- Review of the Public Art Program's policies and procedures;
- Approve the method of contracting with artists;
- Review the aesthetic elements of art submitted, including dispute resolution;
- Recommend acceptance or refusal of proposed gifts of art;
- Review and make recommendations to Airport Commission regarding the acquisition or deaccession of art; and
- Serve as the art selection panel.

Following approval of the SBA Public Art Program policies and procedures by Airport Commission and the Visual Arts in Public Places Committee the PAOC members will be selected and the search for a curator to administer the program initiated.

# Santa Barbara Airport Public Art Program

## POLICIES AND GUIDELINES



*Fiesta Mural*  
by Channing Peake

# SANTA BARBARA AIRPORT PUBLIC ART PROGRAM POLICIES AND GUIDELINES

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# **SANTA BARBARA AIRPORT PUBLIC ART PROGRAM POLICIES & GUIDELINES**

## **1. INTRODUCTION**

The City of Santa Barbara is committed to supporting and promoting the arts as an essential component of the quality of life in our community. In 1985, the City Arts Advisory Committee and its subcommittee the Visual Arts in Public Places Committee (VAPP) were established by resolution. The resolution included guidelines whereby all art installations on publicly owned land, and whether permanent or temporary, were subject to a specified review process.

## **2. STATEMENT OF ART POLICY**

In providing the opportunity to encounter art at the airline terminal and airport property, Santa Barbara Airport (SBA) aspires to enrich the lives of citizens in the surrounding communities and the experience of travelers to Santa Barbara County; while also giving voice to talented artists and supporting public art, and culture.

The art policy of Santa Barbara Airport is to provide a strong presence of visual arts that are integrated into the architecture, interior, and grounds of the airline terminal facilities. Art selected will be reflective of the high standards and artistic excellence of the existing collection. An emphasis for all art should be for artwork that engages and reflects the culture, history, and environment of the region as experienced by the diversity of its citizens and visitors. Art should generally be displayed in public areas. SBA has a commitment to artistic excellence. It is the intent of SBA to continue contributing to the cultural and artistic legacy of the region.

### **A. Program Components**

- i. Commissioned Art
- ii. Art on long-term loan or donation
- iii. Temporary Exhibitions

Selected art for any SBA facilities will be appropriate for each exhibition project.

## **3. FUNDING**

Funding for the SBA Airline Terminal Public Art Program was initially derived from funding in the Airline Terminal Improvement Project budget, grants, and the long-term loan of art. Future funding for the program will be derived from fundraising, donations, and the Airport Department's Operational Budget as appropriate and

availability of funding.

Funds received or generated and expenses related to the Airline Terminal Public Art Program shall be maintained in a special projects line item for the purpose of funding the commission, purchase, repair, maintenance, and installation of artworks related to the program.

#### **4. ORGANIZATIONAL STRUCTURE**

##### **A. City Council**

The Santa Barbara City Council sets the art policy and overall guidelines for the City's Public Art Program, through its City Arts Advisory Committee and Visual Arts in Public Places Advisory Committee (VAPP); including the program at Santa Barbara Airport.

##### **B. Airport Commission**

The Airport Commission shall select a Commissioner to sit on the Public Art Oversight Committee. Consistent with the Visual Arts in Public Places Public Art Guidelines, the Airport Commission will participate in the review and approval process for public art at Santa Barbara Airport.

##### **C. City Arts Advisory Committee and Visual Arts in Public Places Committee (VAPP)**

All public art projects to be installed at SBA must be reviewed and approved by the City Arts Advisory Committee, the Visual Arts In Public Places Committee, and other City review boards as established by the March 25, 2003 Visual Arts in Public Places Public Art Guidelines as amended.

##### **D. Public Art Oversight Committee (PAOC)**

The purpose of the Public Art Oversight Committee (PAOC) is to provide guidance, leadership, and support to SBA and the Airport Commission in its efforts to implement the Airline Terminal Public Art Program, and to seek high-quality, contemporary art that engages and reflects the culture, history, and environment of the Santa Barbara County region.

##### **E. Art Program Curator**

The Art Program Curator (Program Curator) shall administer the Airport's Public Art Program, on behalf of the Airport Department, in accordance with generally accepted public art standards, governing ordinances, guidelines, policies, and procedures.

## **5. PUBLIC ART OVERSIGHT COMMITTEE**

The Public Art Oversight Committee shall make recommendations to the Airport Commission, who in turn will advise the City Arts Advisory Committee and VAPP for selecting artists for commissioned or exhibited artwork, displaying loaned art,, and/or purchasing art. The selection and installation of all public artwork at Santa Barbara Airport, whether permanent or temporary, will comply with the most current City of Santa Barbara Visual Arts in Public Places (VAPP) Public Art Review Guidelines.

### **A. Membership**

The PAOC shall be comprised of up to seven (7) voting members. Committee membership is not limited to, but should include, representatives who are artists, or who have an art background. Committee members shall be selected from the following bodies:

- i. Airport Commission – 1 Commissioner selected by Airport Commission
- ii. City Arts Advisory Committee – 1 committee member selected by the City Arts Advisory Committee
- iii. Visual Arts in Public Places (VAPP) Committee – 1 committee member selected by VAPP
- iv. Architectural Board of Review (ABR) – 1 Commissioner selected by ABR
- v. Santa Barbara County Art in Public Places Committee (CAPP) – 1 committee member selected by CAPP
- vi. Santa Barbara Airport Director or designee
- vii. Santa Barbara County Arts Commission Visual Arts Coordinator
- viii. Art Program Curator - Non-voting member

### **B. Term**

The initial PAOC members who are appointed by their respective committees upon the formation of the PAOC shall serve the following term (hereinafter referred to as the “Initial Term”): members of the PAOC selected from the Airport Commission, VAPP Committee, CAPP Committee shall serve an Initial Term of (3) years, and may be eligible for another three (3) year term; members of the PAOC selected from the City Arts Advisory Committee, ABR, and Santa Barbara County Arts Commission shall serve an Initial Term of (2) years, and may be eligible for another three (3) year term. The Santa Barbara Airport Director, Santa Barbara County Arts Commission Visual Arts Coordinator, and the Art Program Curator shall serve an unlimited term for so long as such positions continue to exist and are filled by their respective agencies. In the event such a position no longer exists or is not filled by the respective agency, a member of the public whose primary place of residence is the City of Santa Barbara may be elected by the PAOC to fill the vacant position for a term of three (3) years.

After the expiration of the Initial Term all PAOC members who are appointed by their respective committees shall serve a term of three (3) years and may be eligible for another three (3) year term. If a PAOC member leaves his or her position on the member organization identified in A. i through viii above, his or her replacement to that member organization will take over the exiting member's position on PAOC for the remainder of the PAOC members existing term.

### **C. Meetings**

PAOC members will meet no less than three, but no more than six times a year, as needed, in support of the SBA Public Art Program. At the first meeting of the PAOC after its establishment by the Airport Commission the members of the PAOC will appoint one member to be the Chair, which position with thereafter be held and reappointed on a yearly basis. The appointed person will chair all meetings of the PAOC. A Vice-Chair will also be appointed to serve in the absence of the Chair. PAOC administration will be provided by the Airport Director. Member organizations will be asked to replace or provide an alternate representative in the advent that the appointed representative does not attend three meetings in succession.

A majority of the members of the PAOC shall constitute a quorum to hold a meeting. All meetings shall be subject to the Brown Act and comply with the principals of open and transparent government.

### **D. Responsibilities**

The Public Art Oversight Committee will:

- i. Review policies and procedures related to SBA's Public Art Program and art collection, including re-siting, accessioning, deaccessioning, security and public safety.
- ii. Review and confirm the method for contracting with artists for SBA art projects that may include open competitions, limited competitions, direct selection, pre-approved rosters, or design team artists.
- iii. Review and approve the aesthetic elements of all art project concepts, designs, and the appropriateness of materials.
- iv. Resolve aesthetic disputes involving project artists and consultants.
- v. Review and make recommendations to the Airport Commission

regarding the acceptance or refusal of any and all gifts of art.

- vi. Review and make recommendations to the Airport Commission regarding the acquisition or deaccession of art.
- vii. Serve as the art selection panel and perform the following duties:
  - Review and examine applications, portfolios, and/or proposals submitted by artist applicants.
  - Recommend artists to be commissioned to create artwork, or select an existing work to be purchased, based on the established criteria.

## **6. PROGRAM CURATOR**

The Program Curator shall administer the Airport's Public Art Program on behalf of the Airport Department and in accordance with generally accepted public art standards, governing ordinances, guidelines, policies, and procedures.

### **A. Responsibilities**

- i. Issues Requests for Proposals (RFPs), negotiates and administers contracts with artists for public art services, in accordance with City policies, procedures, and with the assistance of appropriate legal counsel.
- ii. Oversees and administers governing policies, guidelines, and procedures of the City's Public Art Program, including but not limited to artwork gifts and loans; review and disposition of artwork in the Airport collection; etc.
- iii. Provides the PAOC written verification that specific projects comply with all the provisions of these guidelines.
- iv. Provides staff support to and participates on the Airport Public Art Oversight Committee as a non-voting member.
- v. Makes recommendations to the PAOC regarding exhibition themes and media content for the Airport's temporary exhibitions.
- vi. Curates Airport public art exhibitions and coordinates exhibitions for which an outside curator is employed.
- vii. Prepare grants for public and private fundraising support.
- viii. Curator will take all recommendations made by the PAOC to the Airport Commission for consideration of a final decision and or recommendation.
- ix. Curator will take the Airport Commissions' recommendations and/or determinations to the Visual Arts in Public Places Committee

## **B. Qualifications**

- i. Education - Bachelor of Arts degree in arts administration, studio art, art history, architecture, landscape architecture, urban planning, or related field; graduate degree desirable, and/or
- ii. Experience - A minimum of three years' experience in public art planning and program management or equivalent professional curatorial experience demonstrating serious ongoing commitment to the arts.

The Airport Director shall designate an Airport Public Art Program Curator who may be a City employee or an independent agency or consultant who meets the qualifications and experience to provide the required services.

## **7. PERMANENT ART COLLECTION**

### **A. Art-Related Procurements/Selection Guidelines**

Public art commissioned or purchased for SBA is overseen by the City Arts Advisory Committee/Visual Arts in Public Places Committee, based upon recommendations from the PAOC. Decisions will be made formally through the established review procedure. All artwork selected will be reflective of the high standards and artistic excellence of the existing collection.

Artist and artwork selection processes and procedures shall be conducted through open and accessible standards. Any cost, associated with the selection process, shall be included in the Airport Department art budget allocated for each exhibition project.

### **B. Conflict of Interest**

The following individuals may not apply for art commissions: Employees of the City of Santa Barbara Airport Department; Airport Commissioners; members of the art selection panel; members of the PAOC; members of the City Arts Advisory Committee and Visual Arts in Public Places Committee; and County Art in Public Places Committee; and the immediate family members and business partners of any of the above.

### **C. Methods for Artist Selection**

Except under certain circumstances as described below, artists will be selected for recommendation to the City Arts Advisory Committee and/or Visual Arts in Public Places Committee in a manner that fosters the greatest competition, advertises the opportunity most widely, and facilitates the selection of the artist most suited to meet the Airport's needs.

**i. Open Selection Method (preferred)**

The Airport Public Art Program will usually use the open selection method. This is the preferred method for selecting artists. The open selection method will involve the PAOC conducting a Request for Proposals soliciting artists' images, resumes, and letters of interest through public advertisement.

**ii. Invitational Selection Method**

Invitational or limited competitions most frequently occur when either (a) there is a short time frame for the project that would prohibit an open selection process; (b) the PAOC is seeking artists to create functional works, such as artist-designed railings, light fixtures, and seating elements, or (c) the project budget is so small that it would not justify an open selection.

The PAOC may invite artists qualified to do such a project to submit applications or prepare proposals. Based on the proposals or applications received, the art selection panel would recommend an artist based upon criteria relevant and unique to each project that was determined in advance of issuing the invitations or requests for proposals. From this pool the art selection panel may recommend an artist based upon this established criteria.

**iii. Direct Selection Will Be Used in the Following Circumstances**

The direct selection process should be used in rare and unusual circumstances. It should be used with caution to avoid favoritism, the appearance of favoritism, or lack of transparency and accountability. It may be used to take advantage of collaborations or a timely opportunity beneficial to the community.

**D. Stewardship and Maintenance of Permanent Art Collection**

The SBA Public Art Program has an obligation to assure the safety and preservation of its artworks. SBA will reasonably ensure that the artwork is properly maintained and protected, taking into account the recommendations of the artist as stated in the maintenance criteria provided by the artist, and through regular condition surveys and conservation activity. SBA does not loan artwork from its collection.

- i. SBA is responsible for the integrity of artwork in terms of record keeping, provenance, display and/or loan of artworks and images, visual documentation, and use of said documentation to represent the original artwork and the SBA public art collection.

- ii. Appraisals will be completed, as needed, to maintain current insurance valuations for the individual artworks.
- iii. Maintenance and repair of SBA's artwork is an expense item and shall be funded from the Airport Public Art Program account.

The Airport Director is responsible for the management of the SBA art collection. This management includes following the established procedures for maintenance, repairs, restoration, and collection files. These procedures are found in the Standard Operating Procedures for Art, which are maintained by the Airport Director.

## **8. RESITING ARTWORKS**

SBA reserves the right to relocate works of art which are not created for a specific site, are not integral to the design or construction of a building, or are portable works of art, without written notification to the artist. However, every attempt will be made to notify the artist. The Airport Department will comply with the Visual Artists Rights Act of 1990 (VARA), [17 U.S.C. § 106A](#) as amended.

### **A. Site-Specific Art**

In the case of artworks which are specifically created for a site or which are integral to the design or construction of a building, SBA will not alter, modify, or change the artwork without reaching agreement with the artist regarding the proposed change, alteration, or modification. In the event that the artist and SBA are unable to reach agreement regarding relocation, alteration, or modification of the artwork, the following terms and conditions will apply:

- i. The request for removal or alteration will first be submitted to and considered by the City Arts Advisory Committee/Visual Arts in Public Places Committee for a written opinion regarding the proposal.
- ii. In the event the artist or SBA disagrees with the decision of the City Arts Advisory Committee, they may appeal it to the Santa Barbara City Council in writing. The decision of the City Council will be final.
- iii. Where an artwork must be relocated to accommodate construction or other Airport projects or needs, the Airport reserves the right to re-site or remove the artwork.
- iv. In the event the Airport decides to re-site or remove a work of art, the artist will have the first right of refusal to purchase his/her artwork (at current market value), providing it stands

alone and is not integrated into a larger piece.

- v. Should an alteration, modification, or relocation occur without the artist's written permission, the work will no longer be represented as the work of the artist, if the artist should make such a request in writing.

## **8. REMOVAL OF ARTWORK FROM THE COLLECTION**

### **A. Deaccessioning**

Deaccessioning is the process by which artwork is withdrawn from public exhibition through sale, storage, loan, or disposal. Deaccessioning standards will be applied after careful evaluation, and not solely because of changes in fashion or taste. Deaccessioning is a formal process. The artwork disposition, including the terms of the deaccession, will be recorded in the archival file and database.

- i. The PAOC Chair will notify the City Arts Advisory Committee/VAPP and outline the reasons for deaccessioning any piece of artwork.
- ii. The Arts Advisory Committee/VAPP must approve any requests for deaccessioning and make a recommendation that such deaccessioning be approved by City Council, whose approval must be granted before they are final.
- iii. The Santa Barbara City Council must approve the sale or loan of any Airport-owned artwork.
- iv. Proceeds from the sale of any piece of art from the Airport's collection will remain in the Airline Terminal Public Art Program.

### **B. Procedures for Deaccessioning Artwork**

The PAOC will review the recommendations for deaccessioning artwork and determine the action to be taken. The process will be conducted in the following manner:

- i. Artists whose work is being considered for deaccession will be notified using the current address provided by the artist.
- ii. The artist may attend the PAOC meeting(s) where the deaccessioning and/or disposition recommendations will be considered and acted upon.

- iii. All artworks under consideration for deaccession will be accompanied by a report prepared by the Art Program Curator that includes:
- Reasons for the suggested deaccession.
  - Acquisition method, cost, and current market value.
  - Documentation of correspondence or negotiation with the artist.
  - Photo documentation of the artwork or site conditions (if applicable).
  - Contract restrictions, if any.
  - Options for storage or disposition of the work.
  - Recommended action.

The PAOC may also request additional information from art conservators, curators, or other arts professionals, or include these professionals in its deliberations and consideration of a deaccession recommendation.

### **C. Criteria for Deaccessioning**

An artwork may be considered for deaccession due to one or more of the following conditions:

- The artwork has been damaged to the extent that repair is impractical or unfeasible, or the cost of repair or renovation is excessive in relation to the current appraised value of the work.
- The artwork must be relocated to accommodate construction or other Airport projects or needs, and the value of removing and relocating the artwork greatly exceeds the current appraised value of the artwork.
- The artwork is no longer appropriate for the site because of changes in the use, character, or design of the site.
- The artwork endangers public safety.
- The artwork requires excessive maintenance or has faults in design or workmanship.
- The artwork is of inferior quality relative to the quality of other works in the collection, or is incompatible with the rest of the collection.

- The security and condition of the artwork cannot be reasonably guaranteed in the present site.
- There is not a suitable site for the artwork.
- The artwork has been stolen.
- The Airport wishes to replace the artwork with a work of more significance or appropriateness by the same artist.
- The artwork was loaned as a semi-permanent acquisition and the Airport's predetermined period of obligation has expired.

## **10. TEMPORARY EXHIBITION PROGRAM**

The third component of the Airport's Public Art Program is the temporary exhibition program. This program is intended to be for the temporary display of selected artwork by regional artists, private collections, or cultural institutions. The Airport provides designated locations for exhibiting artwork and artifacts in public places. Art will be placed in the locations and positions as determined at the sole discretion of the Airport Director. The exhibitions will promote art, other historical and cultural heritage, or local tourism and commerce.

Generally, there will be two temporary exhibitions each year. The PAOC will establish the theme and art media for each exhibition one year in advance of the exhibition. The exhibitions will be curated by the Airport Department by the Art Program Curator. Periodically, the PAOC may approve special exhibitions that may be curated by a gallery, museum, an individual, or a group of artists or collectors. All proposals will be submitted to the Airport Director for coordination with the Public Art Oversight Committee, with final approval by the City Arts Advisory Committee/VAPP.

### **A. Criteria for Temporary Exhibitions**

- i. The exhibition must be suitable for viewing in a public space.
- ii. The exhibition should be reflective of the history, culture, commerce, or environment of the tri-county region of Santa Barbara, San Luis, and Ventura Counties. Exhibitions may also reflect the mission of the Airport as a domestic gateway to trade, travel, and tourism.
- iii. Exhibitions that are curated by the Airport Department will be installed at the Airport's cost. For special exhibitions of a private collection, cultural institution, museum, or group of artists, the exhibitor must be willing to curate and install the exhibition,

usually at its own cost.

- iv. Exhibitors must be willing to sign the exhibitor's agreement and provide insurance and indemnification as required.
- v. In general, no commercial activity will be associated with the exhibition.
- vi. Appropriately displayed sponsorship may be added to the exhibition upon approval by the PAOC.
- vii. In all cases, art exhibitions will display artwork and artifacts of museum quality, that is, of lasting interest and value. The exhibitions will also be presented and displayed in a professional manner.
- viii. All Exhibitors will be required to waive any rights under the Visual Artists Rights Act while the artwork is being exhibited at the Airport.

## **B. Airport-Curated Temporary Exhibitions**

- i. The PAOC will establish the theme and media for each temporary exhibition one year in advance of the exhibition installation.
- ii. A Call for Artists will be advertised and will include a description of the proposed exhibition and the criteria for submittal of artwork.
- iii. The artist selection procedure will be consistent with Section 7(c) "Method for Artist's Selection," of these Guidelines.

## **C. Unsolicited Exhibition Approval Procedure**

Exhibitors proposing an art exhibition of a temporary nature to be displayed at the Airport shall first bring the proposal to the attention of the Airport Director. The Airport Director will provide the exhibitor with access to a copy of the art exhibition approval procedure and the exhibitor's agreement. The Airport Director will also provide the exhibitor with exhibition locations at the Airport and a diagram, including dimensions, of those spaces.

Should the exhibitor wish to proceed, the exhibitor shall submit preliminary plans, specifications, sketches, or other documentation that adequately describes the proposed art exhibition. These preliminary documents are to include, but not be limited to the following:

1. A written description of the art exhibition indicating exhibition sponsorship, the theme of the exhibition, appropriateness of displaying the exhibition at the Airport, proposed exhibition schedule, and proposed promotion of the exhibition in the form of a text press release. The description should be no longer than 500 words.
2. A layout plan showing the proposed location of the exhibition, presentation of individual pieces, and the proposed locations of any printed material used in connection with the exhibition.
3. A written description of the exhibition indicating dimensions and weight of the exhibit, as well as information regarding labor, materials, and equipment necessary for the installation, relocations, changes or removal of the exhibition.

All exhibition proposals will be submitted to the Airport Director for review, comment, approval and coordination with the PAOC, and final approval by the City Arts Advisory Committee/VAPP

4. The PAOC will then make a preliminary determination as to the appropriateness and adequacy of the exhibition with respect to the purpose as described in the previous section, and in light of other exhibitions on display at the Airport. If the preliminary documents are found to be acceptable, or acceptable with directed modifications, the exhibitor will be so notified by the Airport Director.

#### **D. Exhibitor's Agreement & Hold Harmless Agreements**

The exhibitor shall be required to execute an Exhibitor's Agreement in substantially the form attached hereto and by this reference incorporated herein. This agreement presents the terms and conditions, which may be modified by SBA, under which the exhibition may be displayed. The exhibitor will also be required to sign a Hold Harmless Agreement.

#### **E. Photos of Exhibit Items**

Prior to the exhibition being installed the curator will submit photos/images of each of the pieces in the exhibition to the Airport Director.

#### **F. Modifications to the Exhibition**

During the exhibition period, the exhibitor may find it necessary or desirable to make alterations, additions, deletions, or other changes to the exhibition. Any such proposed changes must be submitted in writing to the Airport Director and

may not be incorporated into the exhibition without prior written approval of the Airport Director.

### **G. Sale of Temporary Exhibition Art Work**

If During an exhibition period the exhibitor desires to sell a piece of his or her exhibited artwork, he/she must receive written permission from the Airport Director and propose the replacement by a piece of similar size and character for the remainder of the exhibition period. The Airport Director has sole discretion to permit the sale and/or replacement of the exhibited art during the exhibition loan Period. In the event the Airport Director permits the sale of the exhibited art during the exhibition period the Airport shall be entitled to thirty percent (30%) of the proceeds from the sale of the exhibited art work.

Adopted: