EXHIBITION CONTRACT

The Exhibition Contract is a formal and legal agreement between you, Baylor University, and the Martin Museum of Art. By signing, you are agreeing to provide, perform, and otherwise meet the obligations of that contract. All parties that exhibit with the Martin Museum of Art are required to enter into contract.

BASIC INFORMATION

Exhibition Title: Department of Art & Art History Faculty Biennial Exhibition 2024
Exhibition Dates: January 16 – March 10, 2024

MARTIN
Museum of Art

Work must be shipped in sturdy, reusable cartons prepared at the exhibitor’s expense. Baylor will not pay for cartons or crate building.
• Please do not use loose “peanuts” packing material. Bagged “peanuts” are acceptable.
• Arrangements for delivery and return shipping are to be made by the exhibitor.

INSURANCE: Baylor will insure artwork from time of arrival to time of departure from campus.

FEES / HONORARIA: Fees/Honoraria are not associated with the exhibition.

PUBLICITY: Baylor University will formulate a press release for distribution to university newspaper, local newspaper, local network television and local radio station.

RECEPTION: A reception is scheduled for DATE.

TRAVEL / LODGING / MEALS: Travel, lodging, and meals will not be provided by the Martin Museum of Art.

PUBLICATIONS: A exhibition booklet may be produced in connection with this exhibition. The exhibitor will receive 10 copies. A digital version may be created for use on the Museum’s website.

SECURITY: The Martin Museum is rated moderate to high security and features a computerized alarm system, LED track lighting (no natural light), and an attendant/gallery guard on duty during open hours.

SALES: Individuals interested in the purchase of works in the exhibition will be referred to artist directly. If artwork is sold, it must remain on exhibit for the entire duration of the exhibition.

REPRODUCTION OF ARTWORK: Baylor University reserves the right to photograph exhibited works for the purposes of publicity and education only.

60 Baylor Avenue (physical address) One Bear Place #97263 Waco, TX 76798-7263
Phone: 254-710-4734 Fax: 254-710-1566 www.baylor.edu/martinmuseum

Sample
EXHIBITOR CHECKLIST

ITEMS DUE ON OR BEFORE: DATE

Please submit all items via the Martin Museum website.

- High-resolution images of exhibition pieces (for publicity and booklet).
- Biographical Statement
- Artist/Research Statement
- Complete inventory of work including title, medium, dimensions, year, insurance value, and price if work is for sale, otherwise indicate NFS in Excel document (template will be provided)

EXHIBITOR AGREEMENT

In accordance with its mission, Baylor University and the Martin Museum of Art reserve the right to determine whether artwork is appropriate for public display at Baylor.

If the procedures, schedules, and responsibilities as outlined in this agreement are acceptable to you, the exhibitor, please sign and date this form and return the original in the enclosed, self-addressed envelope.

Call (254) 710-4734 if you have any questions or concerns prior to returning this contract.

Signature of Exhibitor: ___________________________________________ Date: __________________

Name of Exhibitor (please print): _____________________________________________________

Address: _________________________________________________________________________

City/State: ___________________________________________________ Zip: ___________________

Phone: ____________________________ e-mail: _________________________________________

Approved and recommended for acceptance by Baylor.

Signature: ____________________________________________________________ Date: __________

Allison Chew
Director, Martin Museum of Art

Attest: ____________________________________________________________ Date: __________

Marsha J. Duckworth
Assistant Secretary

Baylor University: ____________________________________________________________ Date: __________

Nancy Brickhouse
Provost and Vice President

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BAYLOR LICENSING AGREEMENT

The Baylor Licensing Agreement allows the Martin Museum of Art to publish images of your artwork, or images of work you have researched. We use this legal document as an agreement between you, the Museum, and Baylor University to facilitate the printing of the exhibition catalog.

BASIC INFORMATION

By signing this agreement, you allow the Martin Museum to publish your work in a printed and digital version of the exhibition catalog at no charge.

You will retain the copywrite to your work. This only allows the Museum to publish on the occasion of the exhibition.

Images of work you research should be properly credited.

The Martin Museum is happy to work directly with institutions if needed, or you can arrange for image rights and reproduction.

Some institutions or organizations have specific legal documents to sign. Please consult with Martin Museum staff to ensure we are meeting the needs of these organizations.
AGREEMENT FOR REPRODUCING WORK

THIS AGREEMENT made by and between Baylor University, a Texas nonprofit corporation (“Baylor”) and Robbie Barber (“Licensor”).

1. **Grant of Permission.** Licensor hereby grants to Baylor, and Baylor accepts, the non-exclusive right and license to reproduce and publish images of Licensor’s artwork, throughout the world in any media now known or hereafter developed, in a catalog to be offered to the public by Baylor to help support Baylor’s Martin Museum of Art. The catalog is expected to be published on or about January 18, 2022. A copy or description of the Licensor’s artwork to be included in the catalog is attached and referred to hereafter as the “Work.”

This grant of permission covers the copyrights and any other rights that Licensor has in the Work and is made in exchange for good and valuable consideration, including Licensor’s agreement to allow Baylor to use the Work for the mutual benefit of both parties; that is, the Licensor receives the benefit of having Licensor’s artwork displayed for exposure to the public through the catalog, and Baylor receives the benefit of having the Licensor’s artwork displayed in the catalog that it will sell to the public with the proceeds supporting Baylor’s Martin Museum of Art; as well as the mutual covenants and representations contained herein.

2. **The Use.** Baylor’s use of the Work for such catalog includes the right and license to make, reproduce, and distribute print, digital, or other available media copies of the Work to the public in the catalog, through any media now known or hereafter developed, including the internet, throughout the universe.

3. **Term.** This license shall remain in effect for the duration of the copyright of the Work unless sooner modified or terminated by mutual written agreement of the parties.

4. **Miscellaneous.** Licensor warrants and represents that the Work is original and does not and will not infringe upon or violate the rights of any third party.

5. **Governing Law.** This Agreement shall be construed in accordance with and governed by the law of the State of Texas in the United States of America without regard to conflicts of law principles.

IN WITNESS WHEREOF, Licensor and Baylor have executed this Agreement on the dates shown below.

BAYLOR UNIVERSITY

LICENSOR

By

Date

Date

AGREEMENT FOR REPRODUCING WORK IN CATALOG

SAMPLE
Baylor University utilizes DocuSign for contract execution via e-signature.

Baylor will send the contract out for signature via DocuSign to the party entering into a contract with the University. Upon signature by the second party, Baylor’s signatory will sign the contract. A fully executed contract will be sent automatically to the second party signatory via DocuSign after all parties have signed the agreement.

Below is a brief explanation of signing a contract through DocuSign.

1. A signatory will receive an email from DocuSign requesting signature.

2. To review and sign the contract, click on the “Review Document” link in the message content.
3. If someone else from the organization needs to sign the contract, click on “Assign to Someone Else” under “Other Actions.”

4. Check the box agreeing to use electronic records and signatures and click “Continue.”

5. Review the contract and click on the “Initial” tabs to initial in any place requiring initials.
6. Click on the “Sign” tab to sign the contract.

7. Adopt a signature style or draw a signature, then click “Adopt and Sign.”

8. Click “Finish” when contract review and execution is complete.
10. After signing, this tab may be closed.

11. The contract will then automatically be sent to the Baylor signatory for signature. Upon signature by Baylor, the fully executed contract will be automatically sent to both parties via email. Click on the “Review Document” icon in the email to view the fully executed contract.
Artist Statement
- 300 words maximum
- Word Document

Biography Statement
- 200 words maximum
- Word Document

1 image of work for catalog
- 300 dpi
- Approx. 15” h x 20” w
  (4500px by 6000px)

Inventory of works to be included in exhibition (template on museum website).
- Use notes section to detail special needs or instructions.

1-2 works of art for exhibition; up to 4 works accepted.
STATEMENT

My work is an attempt to reveal internal struggles with Crohn’s disease, a chronic illness, while reflecting grand, often unrelenting, aspects of global health. What interests me are personal and collective experiences across many international borders and the implications on the physical and social experience of those landscapes. I focus on communities when I found both the presence and absence of humans in a setting and the human experience amidst the serene landscape is in time. The adopted relics and material forms of handles and trendy containers, historic monuments and fragmented journeys reflecting a broken condition within an alienated community. Within those absences and in final word searching for hope.

BIOGRAPHY

Kathie A. Chaput, Associate Professor of Printmaking and Chair, earned her B.F.A. in Printmaking and Drawing from Fort Hays State University and M.F.A. in Printmaking from State University of New York at Buffalo.

Sheffield’s research is highly concept-driven inspired by memory, moment, time and place to convey the problematic and personal approach to human landscapes by considering the image in a new context, outside of the traditional roles. www.jenningssheffield.com

In addition to her research, Sheffield provides workshops and lectures around the United States on topics including fine art practice, printmaking, digital techniques, and considering the image in a new context, outside of the traditional roles. www.jenningssheffield.com

Sample catalog pages. One spread per faculty.

Exhibition installation.
ART HISTORIANS

Documents
Files
Specs

Research Statement
- 300 words maximum
- Word Document

Biography Statement
- 300 words maximum
- Word Document

1-2 images to illustrate research statement
- 300 dpi
- Approx. 15" h x 20” w (4500px by 6000px)
- Credit information for images
Peter and Mary Magdalene have significant encounters with Jesus that involve the strength of their faith. Peter loses his faith when he loses focus on Christ while walking on water in Matt 14. This results in Peter falling into the Sea of Galilee, Jesus touching his hand, and restoring his faith/focus. Mary Magdalene is the first disciple to see Jesus after the resurrection but mistakes him for the gardener. Correggio captures the moment when Mary realizes who he is and Jesus tells her, “Don’t touch me!” (John 20:17).

Along with Correggio, Scarsellino (1550-1620), a Ferrarese artist who produced Post-Trent religious paintings in the Mannerist style, have religious iconography that anticipates the Baroque style of the next century. This study suggests that the writings of theological writer Cornelius à Lapide (1567-1637) were a source whose commentary on earlier writers may have value for an interpretation of the paintings.

The intention is to gain a better understanding of why Peter and Mary Magdalene were two of the most important Counter-Reformation penitential saints at this time in history.

This study is a chapter in the book, *The Art of Biblical Interpretation: Visual Portrayals of Scriptural Narratives* that I edited with Ian Boxall (Associate Professor of New Testament, Catholic University) and Bobbi Dykema (Pastor, First Church of the Brethren, Springfield, IL) that was published in October 2021 by the Society of Biblical Literature Press.
HOW TO SUBMIT FILES

martinmuseum.artsandsciences.baylor.edu

Biennial Faculty Exhibition Information
The Biennial Faculty Exhibition will be held at the Martin Museum of Art January 16 – March 10, 2014. This year, all to the exhibition will be submitted via file upload on the Martin Museum of Art website. Below is helpful information and important dates.

Documents, Files, and Information

Studio Faculty
- Artist Statement - 300 words maximum; word document format.
- Biography Statement - 200 words maximum; word document format.
- 1 image of work for catalog: 300dpi, approx. 15”h x 20”w minimum size.
- 1 to 2 artworks for exhibition.
- Inventory of works to be included in exhibition.

Art Historians
- Research Statement - 500 words maximum; word document format.
- Biography Statement - 500 words maximum; word document format.
- At least 1 image to accompany research statement (1 preferred): 300dpi, approx. 450x450 by 700x700 min. size (landscape or portrait orientation).

Important Dates
- Submit Files by January 6
- Show runs January 16 – March 10

Questions or need more info, scan QR code for website:
September 29, 2023; by 5 pm

October 27, 2023; by 5 pm

December 4 – 7, 2023; 9am – 4 pm

January 16, 2024

March 10, 2024

March 11 – 13, 2024; 9am – 4 pm

Contracts Due

All files Due; Inventory, digital image, artist/research statements, bio statements

Artwork Drop-off in Martin Museum

Exhibition Opens | Reception 5:30 pm

Exhibition Closes

Artwork Pick-up in Martin Museum