

**Uptown Gallery**  
at  
**the Brooksville City Hall**  
201 Howell Avenue  
Brooksville, Florida 34601  
Phone: (352) 540 3810

**MISSION STATEMENT**

The Uptown Gallery ("Gallery") is sponsored by the City of Brooksville and the Spring Hill Art League. It is a not for profit organization planned and arranged by volunteers and an Art Coordinator. The Gallery is free and open to the public daily from 8 am to 5 pm Monday through Friday and is located in downtown Brooksville at the City Hall on the first and second floors.

There is no fee or commission charged to exhibit in the Gallery. The exhibit area is a public not a private gallery. The exhibits change every three months and include a reception where the public is invited to visit with the exhibiting artists.

The Brooksville City Government, by establishing the Uptown Gallery, hopes to encourage the arts, establish a respect for artistic endeavors, and create a stimulating environment for those viewing artistic works.

**SELLING OF ART**

The Spring Hill Art League does ask a 10 Percent commission for works sold. This commission is to go to the Spring Hill Art League Scholarship Fund. It is up to the purchaser and the artist to conduct business. When a sale satisfies both parties, it is the responsibility of the artist to contact City Hall and inform the gallery coordinator that a work has been sold. The artist can then have the client wait until the end of the exhibit, or if it would affect the sale, the work can be taken out of the exhibit at any time and replaced with another work by the artist. **NO WORK WILL BE REMOVED WITHOUT THE ARTIST'S WRITTEN PERMISSION AND NOTIFICATION TO THE GALLERY COORDINATOR.**

**PUBLICITY**

The Uptown Gallery may issue press releases or other public relations materials to publicize exhibits in various media outlets. The Gallery may post photographs of exhibited works on it's website [www.cityofbrooksville.us](http://www.cityofbrooksville.us). Unless otherwise specifically restricted, in writing by the artist, prior to the artist exhibiting works in the Gallery. By agreeing to show artistic works as an exhibit in the Gallery, the artist grants his/her express permission to release his/her biographical information. This information may be provided to the Gallery, to local media outlets and to the public. The artist will give permission to the Gallery the use of photographs of exhibited works on the on-line Gallery at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).

**INSURANCE**

Each piece of work submitted to the Uptown Gallery is insured up to \$300. If more coverage is needed, the artist will be responsible for securing the additional insurance.

**URGENT SITUATION**

If you need to take your display out of the exhibit before it ends, you must call and make arrangements with the Art Gallery Coordinator. No work on display will be released without the artist's written permission.

I have read and understand to policies as stated above.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_