

Rosberg Gallery

- 780 square feet
- 60ft. of linear wall space –space for 25-30 pieces depending on size
- Equipped with hanging track
- A call for new exhibit submissions will be sent out annually

Installation and Removal

- The exhibitor is responsible for, installing and removing the works on display on the dates agreed upon with the Library. For further details, please refer to the Art Exhibit Policy.
- The Library expects a minimum of 18 pieces and a maximum of 30 pieces (depending on size of artwork).
- It is expected that all artwork submitted will remain on display for the agreed time, even if sold. The Library must be contacted to discuss if it should be necessary to remove any pieces of artwork from the exhibit.
- All artwork must be properly prepared for hanging using steel plates or D-rings with wire to ensure proper hanging on our track system. The use of sawtooth hangers or screw eyes will not be accepted due to potential damage to walls and artwork. See example below.

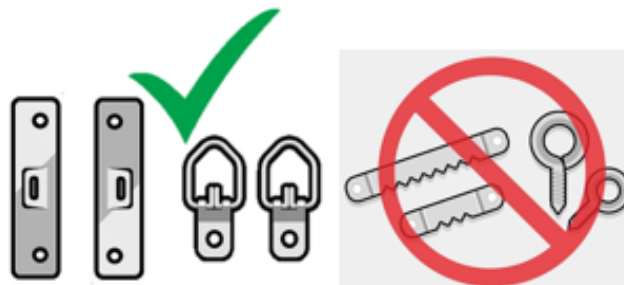


Exhibit Receptions

- Opening receptions must be booked at the time of exhibit booking.
- All food and beverage arrangements, setup and clean-up are the responsibility of the exhibitor.
- Any costs associated with receptions are the sole responsibility of the exhibitor.
- Receptions must be held during regular open hours of the Library. See the Community Space Rental Policy.
- Capacity limit for Rosberg Gallery receptions is 40 people.
- Any food must be provided from a licensed establishment. Due to health regulations, homemade food is not permitted.
- Notification of the intent to serve food and beverage should be filled out on the art exhibit application.
- Due to licensing, alcohol is not permitted in the gallery at any time.
- Any reception setup requirements must be submitted to the Library at least 10 days in advance.
- Federal, Provincial and Municipal by-laws and fire regulations must be observed at all times.