



Featured Artist Guidelines

- Display area is located on the second floor of the Farragut Town Hall, 11408 Municipal Center Drive. Display area consists of 3 locked cases – 2 measuring 48” long x 20” deep x 25 high and a corner case generally measuring 55” long x 20” deep x 25” high. Movable glass shelves are included along with a selection of small easels. All exhibit materials must be located inside the exhibit cases with the exception of an information sheet about the exhibit/artist and business cards or brochures (with holder), which can be placed on top of the case.
- Town staff will provide: key to display cases for placing and dismantling exhibit, glass shelves and easels, press release to the Farragut Press and brief advertising of the Featured Artist exhibit on the Town’s cable channel.
- Featured Artist will provide: all supplies needed for exhibit, manpower to unload and load exhibit materials, exhibit design and set-up and information sheet (mounted on card stock) about the exhibit.
- If you are selected as a Featured Artist, you may set up your exhibit as early as the first business day of the month between the hours of 8 a.m. and 5 p.m. The exhibit must be removed no later than the last business day of the month between the hours of 8 a.m. and 5 p.m. Please call the Anne LaGrow with the Parks and Leisure Services Department at 966-7057 approximately 1 week before the beginning of your designated month with your planned day for set up.