

Special Projects Gallery Student Policies (VAB E150)

- No physical changes to the structure (walls, lighting track, flooring, etc) of the gallery without special permission of the instructor.
- Students are only allowed to hang artwork using the approved VAB screws. A toolkit, containing approved screws, is available for checkout through the Checkout Center.
- Artwork may hang from the walls of the gallery only. Artwork hanging from the lighting tracks or the trusses must be approved in writing by the instructor
- If you are planning on altering the space drastically, cover the floor and/or walls with a temporary substrate in order to keep the space in good condition. If this is the case, possible installation solutions should be discussed prior to project installation. Note: if more than a ½ gallon of approved VAB paint is needed, the instructor should notify the Studio Specialist, so that the student can be billed accordingly.
- Use of live nudity must be confined to the exhibition space and requires a signed agreement and permission of the SAAH Director before the exhibition/performance.
- Use of sound equipment should be kept at low, reasonable levels.
- Artwork, as well as props, wires and cords, should not interfere with the normal flow of traffic.
- Blood, body fluids, or any other types of pathogens are prohibited.
- State Fire Safety laws prohibit the use of open flames of any kind.
- Firearms (i.e.: any usable weapon or usable weapon parts) and explosives are prohibited.
- Live animals or live insects are not permitted as part(s) of exhibitions.

GALLERY REFURBISHING CHECKLIST

- All nails, screws, etc. removed from walls.
- All holes spackled and sanded smooth.
- Spackling dust brushed off walls and floor vacuumed before painting.
- All wall fixtures (vents, outlets) and ceiling/floor edges taped off.
- Drop cloths on floor.
- Any colored surfaces primed with KILZ primer.
- Walls painted with approved VAB white paint. All walls that have been used must be painted in their entirety, in sections if not all the wall was used. FOR ANYTHING OTHER THAN NAIL HOLES, DO NOT SPOT PAINT!
- Rollers and brushes should be cleaned utilizing the VAB 3rd Floor general access sink outside of the BFA Painting Studio. CLEAN THE SINK after each use!
- Pedestals cleaned (spackled and painted if necessary) and returned to gallery storage area.
- Floor swept and spot cleaned with floor cleaner.
- Painting tools/supplies cleaned and returned to gallery storage area.
- Studio checked out by approved instructor or studio specialist, depending upon exhibition agreement.
- Notify studio specialist of items that require replenishing (cleaner, paint, rollers, etc.)
- Key returned to checkout center E120