



GALLERY 3700

Bringing Community
Art to the Community



Overview:

3700 S. Four Mile Run Drive is home to Theatre on the Run, a black box theatre used by County supported arts groups. It also contains rehearsal and meeting rooms used by arts and non-profit organizations, and houses the staff offices of the Arlington Cultural Affairs technical and facilities units, and the Department of Parks and Recreation, Sports Division.

This hallway, with two walls containing approximately 25' each of exhibition space and natural as well as focused lighting has been repurposed into an exhibition space overseen by Arlington Economic Development's Cultural Affairs Division. This re-imagined incubator space is currently being operated as a partnership art gallery to showcase the work of local arts non-profits, County, and community organizations to showcase the work of individual artists.

For the purposes of this partnership, Arlington Cultural Affairs will provide the following support:

- Patching and painting the walls in between exhibits
- Fee for a professional gallery installer
- Fee for Graphic Artist template for vinyl Signage
- Fee for vinyl signage; Affordable Signs
- Staff support during the exhibit concept and planning phase
- Staff support, if requested, on the team jurying the artwork
- Staff guidance in preparing labels, exhibit signage and the exhibit price list
- Marketing of the exhibit in the Arlington Arts monthly calendar listing, Arlington Arts website and in any other publication or announcements of the arts in Arlington.
- Staff support during the installation and de-installation of the exhibit.

The exhibiting partner will provide:

- Planning, announcing, and receiving artwork submissions for the exhibit.
- Preparation and production of all exhibit materials: exhibit labels, price list, and marketing of the exhibit.
- A person who can work with a professional/staff art installer on the Installation and de-installation of the exhibit.

- Planning and hosting receptions for the opening or closing of the exhibit.
- Support for all sales of any art
- Marketing of the exhibit through the partner's social media pages.
- Partner agrees to credit arlingtonarts on all print materials and gallery signage.
- Partner agrees to use Gallery 3700 designated font, "DINOT" on all text for labels and gallery signage.

Please note: This hallway is well-used on the weekends by community groups that include children. Arlington Cultural Affairs cannot guarantee that artwork will not be touched. Arlington County will insure artwork against negligence while in our custody. All artists/exhibitors will be required to provide a value of each piece in the exhibit (if not for sale) and may wish to consider individual liability insurance for their artwork as added security.