



Spiral Gallery Exhibition

Guidelines for Display

1. While we are committed to encouraging dialogue surrounding social issues, please be mindful that our audience begins at 3 years old, and the target range for our general admission audience is 6 to 12 years old. It will be helpful to provide writing (i.e. artist statements, etc.) that contextualize for parents explicit artwork. If necessary, we may decide to designate a separate area to control audience accessibility. Our intention is not to censor artworks but to promote an accessible presentation to our young audience.
2. All flat artwork should be mounted on individual black matte board or colored frames. The display of large photo-prints, sculptural artwork, and other pieces without a frame must be approved by Zeum. We encourage each show to display a multitude of artist styles and media. Our intent is that the overall display is clean, professional, and meets the basic standards listed below.
3. All artwork should be labeled on the front with the following information:
 - Artist Name
 - Title
 - Medium

A great way to print these is using Avery Standard Address Label, 5160 (see attached template).

4. Provide a jpg file of your organization's logo, a description of the program through which the artwork came, and a one-line description of the parent organization or funders.
5. Provide a list of all artists and teachers involved in the show. This list will be kept at our front desk, and these artists and teachers will be allowed free entry into Zeum to view the exhibition.

Any questions, please contact the Zeum Exhibits team at 415.820.3358 or spotlight@zeum.org.