



THE WORLD BANK ART SOCIETY

1818 H STREET, N.W., WASHINGTON, D.C. 20433

July 16, 1989

Dear Artists:

Each year the World Bank Art Society (WBAS) sends to artists around the world an invitation to submit their portfolio of works to be considered for possible exhibition in the World Bank. In late November a Selection Committee will meet to select works of art for the upcoming 1991-92 seasons.

The attached "1991-92 Exhibitors Guidelines", explains the program. Our success in providing artists with a forum for displaying their works and for institutions such as galleries and museums, and individuals to acquire these works has been most gratifying, and we hope that you will be able to participate in the program. Over the years many Embassies, as can be seen from the attached list, have provided names of artists and have collaborated in helping to organize the exhibitions.

To benefit from the 1991-92 program, we must receive your portfolio (as described under Section VII of the attached guidelines) no later than Friday, October 12, 1990. Should you have any questions please direct them to the address above, or call the World Bank Art Society (202) 477-1234 any time during the year.

We look forward to working with you.

Sincerely,


Claudette D. DuCran
President

Attachments



THE WORLD BANK ART SOCIETY
LIST OF EXHIBITIONS
for the Period 1987-90

Name of Artist	Country/Institution
<u>1987</u>	
Brenken/Wiesenberg	Germany
Ishigooka	Japan
DOBAG Rug Collection (Turkish)	Turkey
Meheli	Morocco
Podolsky/Haghighat	Israel/Iran
Group Artistique Gryday	Belgium
Binsack/Vandendries	Germany/Belgium
<u>1988</u>	
Olabuenaga	Mexico
Jonas	Yugoslavia
Nemeth	Hungary
Myrick/Sykes	U.S.A
World Bank Staff	16 Countries
Korsroff	Ethiopia
Mariaca/Hull	Bolivia
Kayiga/Henriques-Wells	Jamaica
<u>1989</u>	
Irvin	U.S.A
Gabbas by Children of Pakistan/Hassan	Pakistan
Yanagisawa	Japan
Muinenon	Finland
Manlapaz	Philippines
Ildiko	Hungary
Neuhaus	Mexico
<u>1990</u>	
Faili	Iran/Holland
Thomson	Argentina
Yang/Zeng	China
UNICEF "Thus a Child Learns"	International
Christin/von Reusner	Germany
Lach	Mexico
Urbanowicz-Krowacka	Poland
World Bank Staff, Family and Retirees	International
<u>Art in Public Places</u>	
Indian Spring	India

Prepared: July 1990

Twenty Years of Art

by Jill Roessner

Take the elevator to the 12th floor of the E building and you find yourself in an impressive hall, 100 feet long and 55 feet wide. The floor gleams with Italian marble and the walls are richly paneled in wood from Sri Lanka. A grand staircase leads to the gallery above and a cathedral ceiling soars over the two levels with skylights providing natural light augmented by several huge chandeliers from Belgium. This elegant setting is surrounded by a conference room and suites of offices accommodating senior Bank officials and their staff.

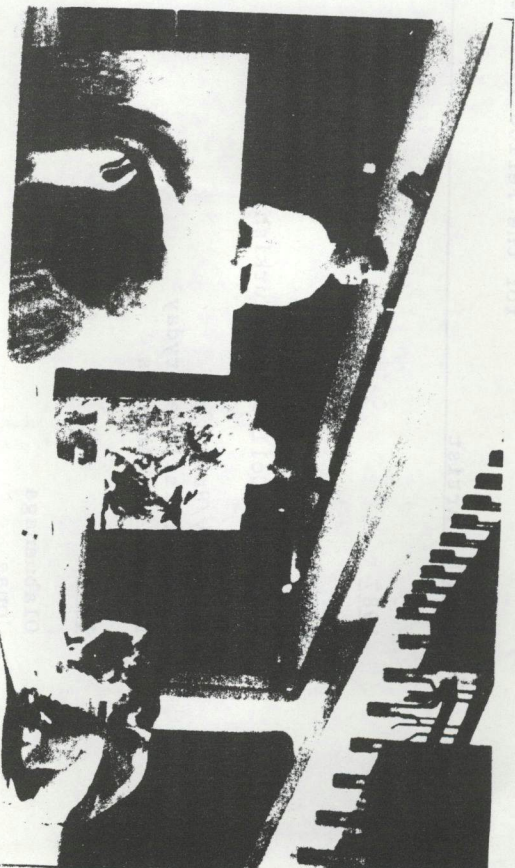
The area serves, as well, as an art gallery, with some dozen different exhibitions being staged each year, featuring artists from all over the world. And for that, we can thank a group of Bank staff.

Twenty years ago there was no formal World Bank Art Society although an occasional exhibit was arranged on an ad hoc basis. Claudette DuCran (now in AFTIE) was working at the Bank and also studying at the Corcoran School of Art. Knowing that many staff shared her interest in art—indeed many were accomplished amateur artists—she thought it would be a good idea to form an Art Society. Soon, she and a group that included Lillian Cardash, Bogomir Chokel, and various other staff and spouses, did just that. The objective, then as now, was to feature and celebrate works of living artists.

Show in cafeteria

With some help from the Corcoran School faculty, the new Art Society mounted a trademark show in the cafeteria—then on the 12th floor of the B building. In 1973, the Bank purchased 701 19th Street, N. W. (now known as the E building) from the International Monetary Fund and soon the Society had a permanent home.

Once a year, the Art Society's three officers—President, Vice President and



Setting up a show in the E Gallery.

Photo by Claudette DuCran

Treasurer—meet with some volunteers to select the art to be exhibited the following year. The committee looks first at the artistic, professional quality of the work, a mix of media and the theme for the entire year as well as representation from different nationalities.

The committee must be sensitive to cultural constraints. Generally speaking, nudity is out, along with work that has a religious or political theme. Eventually, somewhere between eight and 12 artists will be invited to show their work at the Bank each year.

It's a highly competitive market. Ms. DuCran says that, as a result, the artists are grateful and become interested in the work of the World Bank "and the enormous ties that art has to development and the social aspects of development." Choosing the artists is only the first step. Past President of the Art Society

have shown at the Bank is now permanently displayed. The large, colorful batik opposite the entrance to the Dining room is by Senegalese artist Assatou Dionne from a 1984 exhibit, and that same year a water color for the health room was selected from French artist Andre Raffin.

Painting and sculpture

The Art Society tries to choose work in many different categories. Some pieces are more affordable than others. One of the most expensive was a painting by Japanese artist Noriyoshi Ishigooka with a price tag of \$95,000. But, perhaps the most interesting exhibit of all starts this month—June 22—the Staff Art Show, with art work from World Bank staff and family members. For this show, judges included local artists, an independent art

critic and curator and a gallery director. Twenty-one artists representing 16 different countries have been selected, and the pieces include painting and sculpture.

The current Society Chairman, Clarisa Ringhien, is a Bank spouse. Claudette DuCran is Vice President and the Treasurer is Mary Lou Bennett (EDS). Two other individuals who have been particularly active in the Society are former staff Joan Voigt and Britt Ghardner-Kosloff. There is no formal, dues-paying membership in the Society, but participation is open to all staff and the group welcomes volunteers. The Bank now provides some financial backing, but the Society has to be "financially creative" to accomplish all that it does within the limited budget.

Security considerations preclude the public being able to browse through the gallery at any time, but many people

from outside the Bank are invited to the opening night receptions to launch each new exhibit. All Bank staff, family and friends are invited (via a notice in the *Weekly Bulletin*) along with a mailing sent to some 1,500 to 2,000 outside guests and organizations, including galleries and the media. The event is often organized in collaboration with an embassy, which may have played a part in bringing the featured artist to Washington.

Ms. DuCran adds that a good deal of credit must also go to groups of people around the Bank who contribute to each show's success by their supporting efforts: the security guards, staff in the Print Shop, Graphics, the picture hangers, audio visual staff, movers. Property Control, people in the Distribution Unit and Marriott staff.



THE WORLD BANK ART SOCIETY

THE WORLD BANK ART SOCIETY

If man is to nourish the roots of our culture, society must see the artist free, to follow his vision wherever it takes him.

John F. Kennedy

The purpose of these guidelines, intended for prospective exhibitors of works of art to be shown by the World Bank Art Society (WBAS), are to outline the requirements for the exhibition; describe the facilities offered; and the benefits to be derived by the artist and inform, in general, how the WBAS carries out its commitment of cultural exchange to the artist, the World Bank and the community.

By entering an exhibition, the artist is invited to share his work with a wider audience and to participate in the exchange of ideas and experiences. It should be seen as a way of stimulating artistic and perceptual growth, to ponder and interpret the meaning of art. Therefore, we must be bold and fearless in understanding established traditional creativity and in supporting new and exciting insights that generate from this learning. We must respect the thoughts and ideas of others no matter how different from those of ours.

Expression of appreciation is extended to those who have helped in the preparation of this document.

Claudette D. DuCran
President
July 1980

Copyright © 1980 by Claudette D. DuCran
All rights reserved. No part of this document may be reproduced in any form or by any electronic or mechanical means including information storage and retrieval system without the permission in writing from the author.



THE WORLD BANK ART SOCIETY

The purpose of these guidelines, intended for prospective exhibitors of works of art to be shown by the World Bank Art Society (WBAS), are to: outline the requirements for the exhibition; describe the facilities offered, and the benefits to be derived by the artist; and inform, in general, how the WBAS carries out its commitment of cultural exchange to the artist, the World Bank and the community.

For the amateur art lover, the connoisseur and the artist, art must be regarded not only as a means of communication. It should be seen as a way to stimulate attitudes and perceptions, to ponder and interpret the meaning and sentiment of art. Therefore, we must be bold and tireless in understanding established traditional creativity, and in supporting new and exciting insights that generate from this learning. We must respect the thoughts and ideas of others no matter how different from those of ours.

Expression of appreciation is extended to those who have helped in the preparation of this document.

Claudette D. DuCran
President
July 1990

This set of Guidelines is not a binding document and does not imply any obligation or commitment on the part of the World Bank Art Society (WBAS), its officers, and members, of the World Bank Group.



THE WORLD BANK ART SOCIETY

If man is to nourish the roots of our culture, society must set the artist free, to follow his vision wherever it takes him.

- John F. Kennedy

The artist is not a special kind of man. Everyman is a special artist.

- Eric Gill

If man does not keep pace with his companions, perhaps it is because he hears a different drummer. Let him setp to the music which he hears, however measured or far away.

- Henry David Thoreau



THE WORLD BANK ART SOCIETY

GLOSSARY

For the purpose of these guidelines, the following terms and acronyms have the following meanings:

Agent or "representative"

An individual who by express consent of the artist is entitled to act on behalf of the artist.

Applicant

An individual, group or organization that makes a request to the Selection Committee of the WBAS by presenting fully documented portfolio(s), as defined in Section VI of these guidelines.

Artist

In the context of these guidelines, as they relate to the arts, anyone who produces works of art in a consistent and professional manner.

Candidate

Any artist or group of artists defined above, who fulfill the criteria listed in these guidelines and files an application to be considered by the Selection Committee.

Exhibits

Public showing of art work in an exhibitions

Exhibitions

The collection of art work accepted by the Selection Committee for display.

Exhibition Hall Gallery or "Gallery"

Space specifically designated by the WBAS for the purpose of displaying a collection of art work.

Portfolio

As set forth in Section VII of these guidelines.

Representative or "Agent"

See "Agent" above.



THE WORLD BANK ART SOCIETY

TABLE OF CONTENTS

Page No

DEFINITIONS	
I. GENERAL	1
II. OBJECTIVES OF THE WORLD BANK ART SOCIETY	2
III. BENEFITS TO THE ARTIST	3
IV. COMPOSITION OF THE BOARD	4
V. THE SELECTION COMMITTEE	5
Objectives	5
VI. ELIGIBILITY TO EXHIBIT	7
VII. SELECTION OF EXHIBITORS	9
VIII. CONDITIONS FOR EXHIBITING	12
IX. PREPARATION FOR EXHIBITION	15

ANNEXES

1. GALLERY FLOOR PLAN	
2. AGREEMENT FOR INCOMING LOAN/EXHIBIT	
3. LETTER OF UNDERSTANDING	
4. PROPOSED EXHIBITION DATES - 1991-92	



THE WORLD BANK ART SOCIETY

Selection Committee

An advisory group appointed by the President of the WBAS to review the portfolios of entries of candidate artists wishing to be chosen to exhibit at the WBAS.

Society or

"World Bank Art Society"

Referred to as "WBAS"

WMA or

"Washington Metropolitan Area"

Washington Metropolitan Area as defined by the Government of the District of Columbia to include, Alexandria, Arlington, Fairfax, Montgomery and Prince Georges Counties.

WBAS

World Bank Art Society.

World Bank Group

The International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), International Development Association (IDA), Multilateral Investment Guarantee Agency (MIGA), International Centre for Settlement of Investment Disputes (ICSID).



THE WORLD BANK ART SOCIETY

EXHIBITORS GUIDELINES

I. GENERAL

1. The World Bank Art Society (WBAS) was officially formed in 1968. Its members consist of World Bank Group staff members interested in bringing art to the community. Non-commercial, non-sectarian, non-political in nature, its activities are carried out by volunteers.

2. Officers and members of WBAS are volunteer staff members of the World Bank Group, others are derived from volunteer family members of staff and friends of WBAS.

3. It is expected that artists will respect the WBAS policies, its rules and regulations as well as those of the World Bank Group, and in particular, the security arrangements for use of the Gallery.

4. The collaboration of any institution or organization in any exhibition is limited to the World Bank Group, United Nations organizations and diplomatic missions. Exhibitions feature the works of artists who are citizens of member countries of the World Bank Group and countries in the process of becoming a member.

5. The responsibility for preparing and submitting the portfolio and, if selected for an exhibition, implementing the instructions outlined in these guidelines rests with the artist or artist representative. The WBAS is committed to assisting the artists in coordinating the works of art into an exhibition for display in the Gallery.

6. No party other than the artist shall derive any rights or have any claim pertaining to the exhibition, unless the artist shall designate otherwise and communicates such designation in writing to the WBAS.

7. The artist is not to use the name of the World Bank Group or World Bank Art Society in any publication or publicity medium for profit unless in the context of listing the name of the World Bank Art Society under galleries as the venue for an exhibition. Under any other circumstance, the World Bank and/or World Bank Art Society must be notified for clearance.

8. The opinions expressed in these guidelines are those of the WBAS and do not necessarily reflect the opinions the management of the World Bank Group management or its staff.



THE WORLD BANK ART SOCIETY

II. OBJECTIVES OF THE WORLD BANK ART SOCIETY

1. The main objectives of the WBAS are to:
 - a. bring to the forefront of public consciousness an appreciation of the diverse artistic ventures of artists around the world;
 - b. facilitate the free exchange of creativity within a multi-cultural and multi-disciplinary environment; to respect and affirm the artistic diversity of cultural traditions and to support new and innovative artistic trends;
 - c. provide artists with a common ground to communicate and share their vision and inspiration with others through the visual arts;
 - d. encourage and support artistic activities, especially those that relate to history, culture, social conditions, and economic development;
 - e. sponsor and organize art-related activities such as lectures, and exhibitions, in order to encourage members and friends of the WBAS to develop an interest and to participate in all forms of artistic activities;
 - f. solicit the support of art educators, cultural and corporate institutions to pursue the objectives of the WBAS; and,
 - e. present topical subject matter for its Art in Public Places Program
2. Throughout the year WBAS encourages groups and individual artists to submit their portfolio for consideration to exhibit their works.
3. To achieve these goals, the WBAS canvasses its members, artists, groups, museums, galleries and other organizations to identify suitable candidates.
4. It is contrary to the Society's policy for any of its officers to accept gifts of value from an artist or representative of an artist who may be a prospective exhibitor in the WBAS gallery.



THE WORLD BANK ART SOCIETY

III. BENEFITS TO THE ARTIST

1. By working with the artist, the WBAS hopes to achieve its main objective of giving artists the opportunity to exhibit their works to the Washington community.
2. The WBAS's mission is to:
 - a. provide the artist a forum to stimulate freedom of artistic expression that challenges vision and creativity;
 - b. encourage artists to develop and nurture their career;
 - c. provide the artist with:
 - i. gallery space (see Annex 1) to display works of art for four to five weeks;
 - ii. a framework to design, print and distribute invitations, and posters;
 - iii. an opportunity to inform WBAS members and their families, friends of WBAS, art galleries, museums, the media and international organizations in the area, of the exhibition; and,
 - iv. an opening reception.
3. The WBAS does NOT provide
 - i. transportation of art work to and from the gallery;
 - ii. storage facilities,
 - iii. insurance coverage before, during or after the exhibition;
 - iv. promotional activities for the artist;
 - v. the printing of catalogs;
 - vi. photographic or catering facilities.



THE WORLD BANK ART SOCIETY

IV. COMPOSITION OF THE EXECUTIVE BOARD

1. The Executive Board of the World Bank Art Society consists of four officers as the volunteer governing body; the President, Vice-President, Treasurer, and Secretary. Members at large may be appointed by the President. Volunteer staff members conduct WBAS activities in addition to their regular full-time employee World Bank Group assignments.
2. The President is the Chairperson of the Selection Committee.
3. The President may appoint Committee Groups from full-time employees of the World Bank and Sub-Committee Groups from staff members and their families, and friends of the World Bank Art Society.



THE WORLD BANK ART SOCIETY

V. THE SELECTION COMMITTEE

1. The Selection Committee is an advisory committee appointed by the President who is its Chairperson. The Committee consists of individuals who are experts in the arts, such as critics, curators, artists, academicians, etc. Once a year or more the Selection Committee meets with the Chairperson to review the portfolio of each candidate artist. The review centers on artistic quality.

Objectives

2. The President of WBAS as Chairperson is responsible for overseeing that policies and procedures are fully carried out.
3. The role of the Selection Committee is to select works of candidate artists who will be invited to exhibit for a period of four to five weeks. Based on information provided in the portfolio, the Selection Committee shall:
 - a. maintain a single standard in judging each portfolio;
 - b. conduct the selection of candidate artists in a fair manner as described in these guidelines;
 - c. adhere to and execute the objectives of the WBAS, as defined in Section II of these guidelines;
 - d. verify that the candidate's requirements for eligibility are completely satisfied;
 - e. ensure that the works of art to be selected are non-political, non-religious, and contain no negative connotations to specific groups or individuals;
 - f. give special consideration in the selection process to artistic excellence, technique, maturity and skill; and boldness of original insight;



THE WORLD BANK ART SOCIETY

- g. The Selection Committee may recommend:
- i. part or all, of a portfolio submitted by a candidate artist for exhibition, individually, jointly or as a part of a group exhibition; and,
 - ii. the manner in which the exhibition may be presented (solo artist or combination of artists).
3. The review of the Selection Committee is final.
4. The final selection of artists for exhibition is the decision of the President of the WBAS, acting in the capacity as Chairperson of the Selection Committee.
5. Any artist who is a candidate for selection must refrain from discussing his or her portfolio with any member of the Selection Committee before the selection process has been completed and its results made public. Such contact could lead to disqualification. Questions regarding the portfolio of works must be directed in writing to the Chairperson of the Selection Committee.



THE WORLD BANK ART SOCIETY

VI. ELIGIBILITY TO EXHIBIT

1. The WBAS has an interest in all forms of fine art and, in particular, the visual arts (paintings, sculpture, textiles, etc).
2. The WBAS reserves the right to disqualify entries or cancel any exhibition if there is evidence of misrepresentation of information, or any willful, wrongful, or grossly negligent conduct or acts which may be attributed to the artist.
3. All artists must be adults (age 18 or older), pursuing a full-time career in art, and willing to display their works in the gallery for a period of approximately four to five weeks.
4. Before accepting an invitation to exhibit through the WBAS, it is the artist's responsibility to fully understand the information provided in these guidelines, including the steps necessary to prepare for an exhibition.
5. The WBAS shall communicate directly with the artists or with their authorized agent or representative.
6. The artist is to communicate in writing to the WBAS the powers delegated to the agent or representative which shall represent him or her.
7. The purpose of the WBAS is to help artists who have not had the opportunity to exhibit their works in individual or group exhibition with a gallery, museum, or any commercial institution in the WMA within the past two years. In order to continue the WBAS tradition of cultural diversity, the following considerations for eligibility under this section apply:
 - a. an artist shall not be a member of a co-operative organization or any similar group in the WMA.
 - b. artists shall not submit works if they have exhibited in the WMA within the past two years defined as the period between the closing of such external exhibition(s), (solo, joint or group) and the closing date of the WBAS submission date of the portfolio indicated in the covering letter accompanying these guidelines;



THE WORLD BANK ART SOCIETY

- c. following the first WBAS exhibit, the artist may not re-submit a portfolio to the Selection Committee until a period of two years has elapsed from closing date of their last exhibition;
- d. the artist is not expected to exhibit in the WMA during the time between the acceptance date and closing date of the exhibition;
8. The WBAS is looking for works that reflect the current artistic style and technique of the artist. Therefore, artists must not submit, or intend to exhibit, works that have been previously exhibited in the Washington Metropolitan Area (WMA).
9. Portfolios shall consist only of works completed during the past two years by the artist.
10. For exhibition featuring special topics, the WBAS will cooperate with institutions or individuals in drawing up an outline of the contents of the exhibition.
10. Gallery space comprises the 12th Floor Reception Hall Gallery (see diagram attached as Annex 1) 701-19th Street.
11. An artist should be able to submit, depending on size, approximately 30-35 works for a solo exhibition, 15-20 works for a two-person exhibit and a smaller number for a group exhibition.



THE WORLD BANK ART SOCIETY

VII. SELECTION OF EXHIBITORS

Please follow the requirements carefully. Failure to do so may result in disqualification.

1. An interested artist who is a qualified candidate is eligible to submit his or her portfolio for the Selection Committee before the deadline date posted in the covering letter accompanying these guidelines. Submission of an entry must include:
 - a. ten to fifteen (10-15) slides securely placed in clear plastic slide holder sheets. The slides must be on cardboard (not plastic) frame;

On blank side of the cardboard frame of the slide (opposite side of the manufacturer's brand name), the following is required:

The artist's name:
Year date completed:
The title
Medium (e.g., pastel, oil, etc), support (what supports the work, canvass, wood, paper, etc.)
Dimensions are in inches (height preceding width preceding depth/volume, weight). Dimensions refer to image size.

for three-dimensional works (such as, sculpture in the round, environmental or installation works, it is appropriate to submit a master slide as well as other slides of the same art work with different points of view;
 - b. indicate with an arrow in the upper right hand corner of the slide which side is up;
 - d. DO NOT SUBMIT ORIGINAL ART WORKS;



THE WORLD BANK ART SOCIETY

SAMPLE

Artist Name: Title	Year Completed	1990
Medium	Size in inches	16"x20"
Oil on canvas		

Mary Jane
Bank's World

e. The following information should be submitted in preparation for the exhibition:

A resume

- i. Name:
Address:
Telephone Number/Fax Number:
Age:
- ii. Where you studied:
- iii. list of Solo exhibitions:
Year date of solo exhibition:
Location:
Gallery:
City:
- iv. list of Selected Group exhibitions:
Year date of group exhibition:
Name/Title of Exhibition:
Location:
Gallery:
Particular Juror:
Listing (such as checklist, brochure, catalog):
- v. professional membership, awards and grants
- vi. list only works in public collections (corporations, galleries);



THE WORLD BANK ART SOCIETY

- f. photostatic copies of reviews of exhibitions (press clippings)
- g. a short paragraph on the reasons to exhibit at the WBAS;
- h. description of the theme, special features, and statement of the collection to be exhibited;
- i. a list of dates available for exhibition (submit three dates in order of preference). See Annex 4 for tentative schedule ; and,
- j. a signed copy of the the attached Letter of Understanding (Annex 3).

PORTFOLIO WILL NOT BE ACCEPTED IN ANY OTHER FORMAT,
OR AFTER THE DEADLINE DATE.

ADDRESS YOUR PORTFOLIO TO:

The World Bank Art Society
Selection Committee
Room E6-046
1818 H Street, N. W
Washington, D. C. 20433
U. S. A.

2. The WBAS will communicate results to the artists. A formal invitation to each artist nominated will indicate the date and conditions for the exhibition.
3. Artists must arrange to have their portfolios returned to them (at no cost to the WBAS) by including a self addressed postage paid envelope with the portfolio. International postage reply coupons are recommended for artists who reside outside the U.S. Envelopes must be large enough to accommodate the material sent to the WBAS.



THE WORLD BANK ART SOCIETY

VIII. CONDITIONS FOR EXHIBITING

1. These instructions will be adhered to closely by WBAS and no deviation or special provisions is to be expected.
2. The WBAS reserves the right to make the final decision in preparing the exhibition, and to select the works to be exhibited and the manner in which they will be presented.
3. The artist must identify the theme of the works to be presented and disclose such title at the time of accepting the invitation to exhibit.
4. No artist is to make plans for an exhibition before written acceptance from WBAS and before agreement is reached regarding the process.
5. An artist's failure to respond to the invitation to exhibit by the deadline date shall render the invitation null and void.
6. The artist must collaborate with the WBAS President or Exhibition Coordinator, on all issues regarding the exhibition.
7. The artist must refrain from using the name, address, and phone number of the World Bank Group and the WBAS in any public advertisements or public announcements without the prior approval of the WBAS.
8. Any direct contact the artist makes for the purpose of the exhibition with any group(s) or with any United Nations organization and diplomatic missions must be disclosed promptly to the WBAS and copies of all exchange of correspondence sent to the WBAS.
9. WBAS will not include on any printed material prepared in respect to the exhibition the acknowledgement of any assistance to an artist by outside agency, company or individuals.
10. Any material such as photos, etc., used to prepare the invitation, press release, or poster submitted to WBAS by the artist becomes the property of the WBAS.
11. Reproduction of art work may include partial reproduction, reduction, or enlargement.



THE WORLD BANK ART SOCIETY

12. At least three months in advance of the exhibition date, the artist and the WBAS shall work together to prepare invitation and poster for printing by the WBAS, the press release of NOT more than 200 words, with a local contact address and phone number. If the artist has a sales agent, the name, address and phone number of the agent must be provided. The WBAS reserve the right to make final editorial changes if necessary.
13. The WBAS maintains a roster of interested members of the public to whom invitations are sent three weeks in advance of the opening date. One month before the opening of the exhibition, the artist should provide WBAS with an alphabetical list of not more than 100 of his or her own guests together with corresponding gummed labels to be affixed to the invitation for mailing by WBAS.
14. Announcements are made to the staff of the World Bank Group and the International Monetary Fund (IMF) through the internal bulletin service and by posters exhibited in the lobbies.
15. Two months in advance of the opening date a price list of all the works, showing title, measurements in inches, (height preceding width, depth/volume; year date completed; medium, support, etc., must be provided. No posting of prices is allowed by the WBAS, but the price list submitted by the artist or agent will be made available in the Gallery.
16. The WBAS is not a public or commercial gallery. It is open to the public except on the opening night which is by invitation only. Members of the public wishing to view the exhibition at other times must make prior arrangements or appointments with the artist or artist's representative or a designated WBAS representative. Friends of staff members and family members can view the exhibition at all times by complying with the Bank's security policies.
17. It is recommended that, if possible, the artist's schedule include attendance in the gallery, especially during the lunch hours of 12:00 noon to 2:00 p.m. to answer questions from individuals visiting the gallery.
18. It is the responsibility of the artist, at his or her own cost, to comply with customs regulations and to make arrangements to obtain visa, customs passes, and clearance.



THE WORLD BANK ART SOCIETY

19. The artist must cover all costs involved in delivering his or her works to the Gallery (e.g., hauling, transporting, insurance, taxes, etc.), personally or by an agent or sponsor.

20. The WBAS shall not be held responsible for damages incurred in packing or transporting the works of art. All details in connection with shipment and delivery of works are the responsibility of the shipping company, and pursuant to instructions given directly by the artist or artist's representative.

21. The artist must sign an agreement, Form 1948, "Agreement for Incoming Loan/Exhibit" (see sample attached as Annex 2), releasing the World Bank Group and the WBAS and its representatives from all liability in the event of damage, loss or theft or mysterious disappearance.

22. Through the World Bank Security Division reasonable precautions are taken to safeguard works on display. However, the World Bank Group and the WBAS are not responsible for loss, damage theft or mysterious disappearance of works of art while they are on World Bank premises.

23. Special requirements for displaying the works of art must be identified before shipment is made.

24. One month in advance of the opening date the artist must indicate to the WBAS, how the works of art will be shipped (wood crates, or cardboard boxes), the name, address, phone number of a contact person at the shipping company, and provide to WBAS a list of the number of pieces and their respective size etc., to be shipped. No crate or work of art should exceed the size of the gallery elevator or elevator door:

Elevator door 48 inches x 83 inches high or 121 cm x 210 cm high
Elevator size 93 ins x 55 ins x 95 ins high or 236 cm x 140 cm x 241 cm high

Maximum weight capacity = 2,000 lbs

25. The WBAS does not store packing containers or packing material. Ten days before the closing date of the exhibition, arrangements must be made by the artist to dismantle the exhibition, including e.g. repacking material, containers, transportation company and pick-up time at the WBAS Gallery.

26. The WBAS is responsible for mounting the exhibition and reserves the right to refuse to exhibit any given works sent for display.



THE WORLD BANK ART SOCIETY

IX. PREPARATION FOR EXHIBITION

1. The artist or artist's agent must ensure that:

a. all paintings are framed or otherwise professionally mounted on a rigid base suitable for hanging;

b. two weeks before the exhibition arrives at the Gallery the artist specify the number of pedestals needed. WBAS has a limited number of stands for sculpture -

three 14" x 14" x 39" high
three 14" x 14" x 45" high

c. suitable mountings are in place for each art work. Mountings must be compatible with the setting in the gallery. The exhibition will not be hung without suitable mountings;

d. each art work must have screw eyes on both sides on the back for proper hanging. Screw eyes must be in place before arrival in the Bank. It is not necessary to attach wire;

e. on the back of each exhibition item indicate its title as indicated on the inventory list, name, address, and telephone number of artist. The corresponding number placed on the lower right hand side of the frame (facing front of work);

f. one month before the works are delivered a price list is provided to the WBAS;

g. all paintings are to be delivered, at a date and time agreed to by the artist, and a representative of the WBAS, to the World Bank's Loading Dock, on "G" Street, N.W., between 18th and 19th Streets. The artist or artist's agent is expected to be presented at the unpacking of the art work in the gallery;

h. all works are kept on display for the entire period of the exhibition. If works are sold, the WBAS agrees to identify any such works as having been sold;



THE WORLD BANK ART SOCIETY

- i. one month before the opening date, arrangements for live or recorded music appropriate to the setting and the theme of the exhibition must be approved by the WBAS;
- j. the WBAS shall not undertake any sales promotion, or the promise the promise of any sale;
- k. the WBAS shall not be responsible for collection of payments of any kind. The artist must make any such arrangements directly with the purchaser, with the understanding that the WBAS shall not accept nor undertake any formal commitment or legal liability of any kind in the event that the purchaser or work(s) exhibited fails to meet such obligations.
- m. payment of taxes, on all works of art sold will be entirely the responsibility of the artist or artist representative.
2. The artist is to leave the Gallery while the display is being arranged;
3. The artist or artist's representative must be present on the date the show is dismantled to supervise the delivery of the paintings to persons who have purchased them.
4. The artist or artist's representative is expected to assist the WBAS staff in taking down the paintings and is solely responsible for packing and removing the art works from the Gallery and World Bank premises, at a specific date and time agreed to by the WBAS and the artist(s) or the artist's representative.

For information write:

World Bank Art Society
1818 H Street, N.W.
Washington, D. C. 20433
U. S. A.

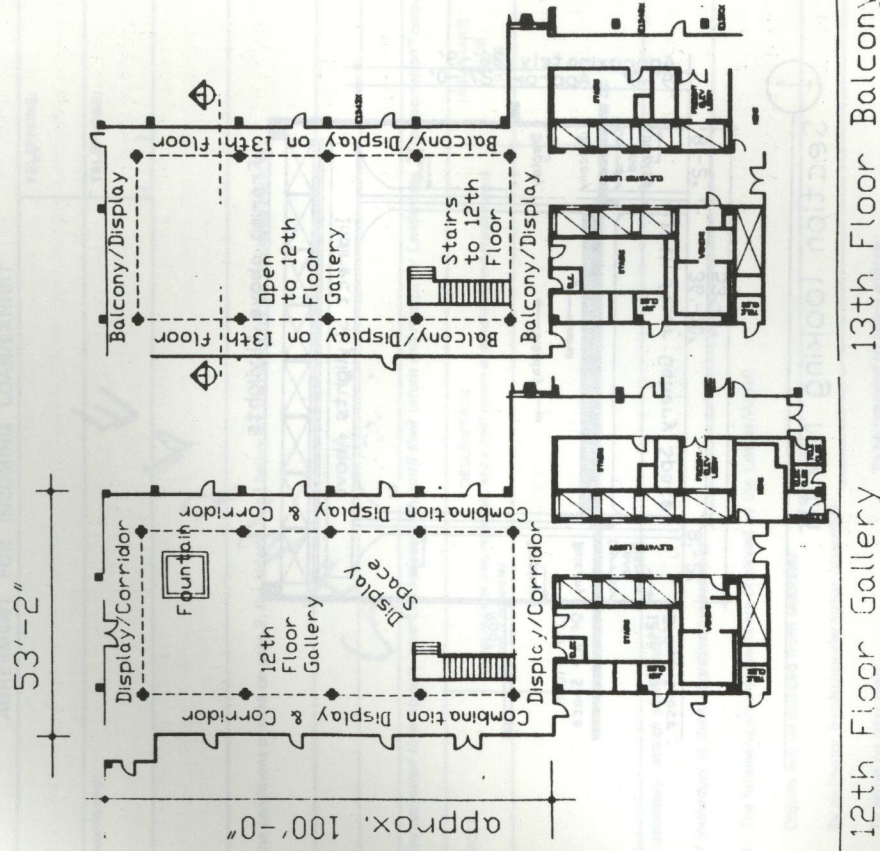
or Telephone: (202) 477-1234
Telex FTCC 82987 (WORLDBANK)
ITT 440098 (WORLDBANK)
RCA 248423 (WORLDBANK)
WUI 64145 (WORLDBANK)
TRT 197688 (WORLDBANK)
Cable World Bank (INTBAFRAD)
Facsimile Number (202) 477-6391 (4 Lines) Groups 1,2&3

Attachments
July 1990
CDuGan



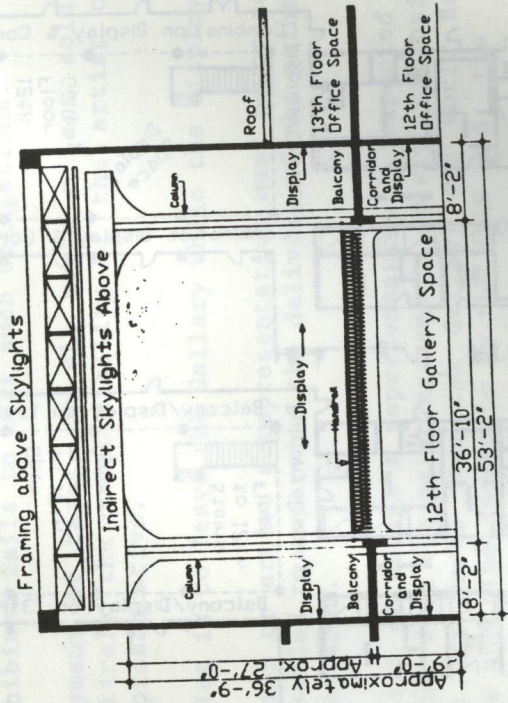
THE WORLD BANK ART SOCIETY

GALLERY FLOOR PLAN



THE WORLD BANK ART SOCIETY

GALLERY FLOOR PLAN



1 Section looking North

THE WORLD BANK ART SOCIETY



IBRD (THE WORLD BANK)
WORLD BANK ART SOCIETY
1818 H Street, N. W.
Washington, D. C. 20433 U.S.A.

FORM NO. 1948
(10-83)

DATE: _____

AGREEMENT FOR INCOMING LOAN/EXHIBIT

UNIT:	TELEPHONE:
FROM (Name of Lender/Artist):	TELEPHONE:
	()

In accordance with the conditions printed on page 2, the objects listed below are borrowed for the following purpose:

for the period _____ to _____
(from estimated time objects leave Lender's custody until their return and receipt by Lender; see "Transportation" below)

OBJECTS	DESCRIPTION (please include size, material, and a brief report of condition; and attach recent photos if possible)	INSURANCE VALUE (US\$)

If additional space is necessary, attach extra sheet

Initiated by (name of individual at Bank coordinating exhibit): _____

TRANSPORTATION: The following arrangements are proposed by the Lender/Artist: _____

Objects will be shipped from (address): _____

By air/motor freight/courier/other (describe): _____

To arrive no later than: _____ To be returned to above address: _____

INSURANCE: (See conditions on page 2)

(Please check one):

☐ To be carried by Lender/Artist

☐ Insurance waived

CREDIT LINE (for exhibition label and catalog): _____

SPECIAL CONDITIONS: _____

(LOAN AGREEMENT CONTINUED ON PAGE 2)



THE WORLD BANK ART SOCIETY

FORM NO. 1948
(10-83)

CARE AND PRESERVATION

The IBRD (World Bank) will give to objects borrowed the same care as it does to comparable property of its own. Objects, while in the Bank's custody, will be reasonably protected from fire, theft, mishandling, dirt, insects, and extremes of light, temperature and humidity. It is understood by the Lender and the Bank that all tangible objects are subject to gradual inherent deterioration for which neither party is responsible.

2. Evidence of damage at the time of receipt or while in the Bank's custody will be reported immediately to the Lender.

3. The Lender/Artist certifies that the objects lent are in such condition as to withstand ordinary strains of packing and transportation and handling. It will be assumed that objects are in good condition prior to leaving the Lender's possession.

PACKING AND TRANSPORTATION

1. It is the sole responsibility of the Artist/Lender to ensure that said objects are adequately and securely packed for transportation, to provide any special instructions for unpacking, and to make arrangements for repacking. Transportation and insurance costs will be borne by the Artist/Lender.

INSURANCE

1. The World Bank is not responsible for providing insurance coverage upon borrowed objects either during transit or during the exhibit period.

CONDITIONS GOVERNING EXHIBITS

2. The Lender agrees to maintain his own "all risk," "wall to wall" insurance coverage, naming the IBRD as an additional insured or waiving rights of subrogation against same. If the Lender fails to provide said certificate, this failure shall constitute a waiver of insurance by the Lender (see no. 3 below). The Bank shall not be responsible for any error or deficiency in information furnished to the Lender's insurer or for any lapses in coverage.

3. If insurance is waived by the Lender in accordance with paragraph 2 above or otherwise, this waiver shall constitute the agreement of the Lender to release and hold harmless the IBRD and World Bank Art Society from any liability for damage to or loss of the loan property.

REPRODUCTION AND CREDIT

Unless otherwise notified in writing by the Lender, the Bank may photograph or reproduce the objects lent for educational, catalog, and publicity purposes. It is understood that objects on exhibit may be photographed by the general public. Unless otherwise instructed in writing, in any publications, the Bank will give credit to the Lender as specified on the face of this agreement. Whether individual labels are provided for objects on display is at the discretion of the Bank.

POSSESSION AND RETURN OF LOANS

1. The Bank retains the right to determine when, if, and for how long objects borrowed will be exhibited.

2. Unless otherwise notified in writing, the Bank will return the objects only to the Lender. In case of change of legal ownership during the period of the loan, the new owner will be required to establish his or her legal title by proof satisfactory to the Bank.

I have read and agree to the above conditions and certify that I am the owner or the agent of the owner authorized to agree thereto.

Signed _____ (owner) _____ (authorized agent) Date _____

Title _____

Approved for the IBRD: _____ Date _____

Signed _____ Date _____

Title _____

(PLEASE SIGN AND RETURN ALL COPIES)

LETTER OF UNDERSTANDING

To:
The World Bank Art Society
1818 H Street, N.W.
Washington, D. C. 20433

1. I understand that:

a. I must refrain from bringing any and all legal liability action of claims, or damages, to the World Bank Group and the WBAS that may arise as a result of exhibiting in the World Bank and the WBAS.

b. In the event that either party fails to comply with the conditions and deadlines listed in this agreement, the agreement will be considered null and void. Either party can cancel this agreement in writing by giving the other party 90 days notice prior to the preparation of invitations and posters. The artist is responsible for covering all costs incurred by WBAS in the preparation of the exhibition up to the time of cancellation.

2. I have read and fully understand the WBAS's 1991/92 Exhibitors Guidelines; and, Form (1984), "Agreement for Incoming/Exhibit", releasing the WBAS from liability in the event of damage, theft or mysterious disappearance, loss, and am in full agreement compliance. On this basis, I submit my portfolio to the Selection Committee for consideration to exhibit in the forthcoming season and understand that the decision of the Chairperson of the Selection Committee and President of the WBAS is final.

3. I further declare that I am not a member of any art cooperative organization in the WMA nor do not have any exhibition, (group or solo) planned within the Washington Metropolitan Area from this date to the possible closing date of the forthcoming exhibition schedule. I am aware that I must promptly notify the WBAS of any pending or proposed exhibitions.

4. If I am not selected for the forthcoming season, I would like:

- ☐ a. my portfolio to be kept by the WBAS for consideration in the following season;
- ☐ b. my portfolio to be returned to me; and,
- ☐ c. to be notified next year when entries are being accepted for the following year's program.

5. I agree ☐ do not agree ☐ that the WBAS at its discretion may share the information in my portfolio with museums, galleries, or any individual, for the sole purpose of reviewing my works of art.

6. My signature below indicates that I have read the foregoing provisions and I intend to be bound by them.

Print or Type Name _____ (Date) _____ Signature _____

Nationality at Birth _____ Address _____

Citizenship _____

Phone No. (Residence) _____ Phone No. (Business) _____

SUBMIT THIS COPY TO WBAS

LETTER OF UNDERSTANDING

To:
The World Bank Art Society
1818 H Street, N.W.
Washington, D. C. 20433

1. I understand that:

- a. I must refrain from bringing any and all legal liability action of claims, or damages, to the World Bank Group and the WBAS that may arise as a result of exhibiting in the World Bank and the WBAS.
- b. In the event that either party fails to comply with the conditions and deadlines listed in this agreement, the agreement will be considered null and void. Either party can cancel this agreement in writing by giving the other party 90 days notice prior to the preparation of invitations and posters. The artist is responsible for covering all costs incurred by WBAS in the preparation of the exhibition up to the time of cancellation.

2. I have read and fully understand the WBAS's 1991/92 Exhibitors Guidelines; and, Form (1984), "Agreement for Incoming/Exhibit", releasing the WBAS from liability in the event of damage, theft or mysterious disappearance, loss, and am in full agreement compliance. On this basis, I submit my portfolio to the Selection Committee for consideration to exhibit in the forthcoming season and understand that the decision of the Chairperson of the Selection Committee and President of the WBAS is final.

3. I further declare that I am not a member of any art cooperative organization in the WMA nor do not have any exhibition, (group or solo) planned within the Washington Metropolitan Area from this date to the possible closing date of the forthcoming exhibition schedule. I am aware that I must promptly notify the WBAS of any pending or proposed exhibitions.

4. If I am not selected for the forthcoming season, I would like:

- ☐ a. my portfolio to be kept by the WBAS for consideration in the following season;
- ☐ b. my portfolio to be returned to me; and,
- ☐ c. to be notified next year when entries are being accepted for the following year's program.

5. I agree ☐ do not agree ☐ that the WBAS at its discretion may share the information in my portfolio with museums, galleries, or any individual, for the sole purpose of reviewing my works of art.

6. My signature below indicates that I have read the foregoing provisions and I intend to be bound by them.

Print or Type Name	(Date)	Signature
Nationality at Birth		Address
Citizenship		Phone No. (Residence) Phone No. (Business)

ARTIST'S COPY



THE WORLD BANK ART SOCIETY

Proposed Exhibition Dates
1991-1992

1991

January 14 - February 15
February 25 - March 29
April 8 - May 10
May 20 - June 21
September 9 - October 11
October 21 - November 22

1992

January 13 - February 14
February 24 - March 27
April 6 - May 8
May 18 - June 19
September 7 - October 9
October 19 - November 20

1991

1992

JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MARCH							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
APRIL							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MAY							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
JUNE							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				

JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MARCH							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
APRIL							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MAY							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
JUNE							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				

JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MARCH							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
APRIL							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
MAY							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				
JUNE							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31				

IMPORTANT DATES	
JANUARY	1 New Year's Day 14 Martin Luther King, Jr. Day
FEBRUARY	12 Lincoln's Birthday 13 Ash Wednesday 14 Valentine's Day 18 Washington's Birthday - Observed 22 Washington's Birthday
MARCH	17 St. Patrick's Day 24 Palm Sunday 28 Good Friday 31 Easter Sunday
APRIL	12 Mother's Day 18 Armed Forces Day 20 Victoria Day (Canada) 27 Memorial Day - Observed 30 Memorial Day
MAY	14 Flag Day 16 Father's Day
JULY	1 Canada Day (Canada) 4 Independence Day 2 Labor Day
SEPTEMBER	9 Roch Heshanah 11 Yom Aippur
OCTOBER	12 Columbus Day - Observed 14 Columbus Day 14 Thanksgiving Day (Canada) 24 United Nations Day 31 Halloween
NOVEMBER	5 Election Day 11 Veterans Day 28 Thanksgiving Day
DECEMBER	2 Hanukkah 25 Christmas Day