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2016 - The Book of Isaiah

How to Commission Liturgical Art

Jeanne Logan

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Logan, Jeanne, "How to Commission Liturgical Art" (2016). *Symposium on Worship Archive*. 16.
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COMMISSIONING ART

- **BIBLIOGRAPHY**

Hall, Sarah. *The Color of Light*. LTP Publications
Kapikian, Catherine. *Art in Service of the Sacred*. Abington Press
Walton, Janet R. *Art and Worship, A Vital Connection*. Liturgical Press, Collegville, MN
Chinn, Nancy. *Spaces for Spirit, Adorning the Church*. LTP Publications.
Eusden and Westerhoff. *Sensing Beauty, Aesthetics, the Human Spirit, and the Church*
Philippart, David, ed. *Clothed in Glory, Vesting the Church*. LTP publications
Repitching the Tent.
Brand, Hilary. *Art and Soul : Signposts for Christians in the Arts*. 1999

Liturgy Training Publications has many wonderful books on our worship spaces and how we use them.

- **WEBSITES AND PERIODICALS**

<http://www.ceramicsmonthly.org/>

<http://www surfacedesign.org/>

www.fiberarts.com

www.ecva.org -Episcopal Church and the Visual Arts

www.faithnform.com & faithandform.com/resources/

<http://ceramicartsdaily.org/ceramics-monthly/> Ceramics Monthly

- **CONTRACTS**

A very detailed 18 page contract -

http://www.carfac.sk.ca/assets/Commission_Agreement_2010-07-10_.pdf

- **SIMPLE CONTRACT**

Usually in the body of a letter.

I will design, create samples for your approval, and create 2 wall hangings for Advent each at least 3 foot by 6 foot. The panels will be dyed in deep shades of blue with perhaps some pinks. They will each be one layer of 31mm Silk Charmeuse ready to hang when you receive them.

TOTAL COST

Part of the process of creating is enhancing and allowing ideas to grow. If the final hangings are not exact duplicates of the original drawings and samples, they will follow the initial concepts and never be less than what I've presented to you.

I require one third down to begin this project, and the balance upon final delivery. The pieces will be shipped before If this meets with your approval, please sign and date one copy at the bottom and return it to me with the down payment before.....

- **OTHER INFORMATION THAT MIGHT BE INCLUDED IN A CONTRACT**

- PERSONAL INFORMATION

Date, names, contact info

- PROJECT

Describe the project. This can include:
media, theme, colors, techniques, style, size

- DATE OF DELIVERY

insurance, shipping fee

- INSTALLATION

The purchaser usually pays for any equipment or time for installation

- TRAVEL

Purchaser pays travel expenses. If longer than a 3 hour trip, or if meeting is timed so artist arrives home late at night, purchaser agrees to pay for hotel.

- PRICE

Price for the total project.

- PAYMENT SCHEDULE

1/3 to 1/2 nonrefundable deposit in to begin work.

Balance upon completion (or 2 payments spaced equally)

Interest due after 2 weeks

- TERMS OF REFUSAL

If the work is refused, the artist keeps the payment and all rights to sell or display as they see fit.

- COPYRIGHT

The artist retains copyright. The purchaser may only copy or use the image with the artist's permission.

- TERMINATION

1. The purchaser may terminate the agreement if artist, without cause, fails to present finished work within 90 days of delivery date.

2. The purchaser may terminate the agreement if artist, because of illness, fails to present finished work within 6 months of delivery date.

3. The purchaser may terminate the agreement if artist, because of events beyond control, fails to present finished work within 1 year of delivery date.

4. The artist may terminate this agreement if payments are not made on time, or if excessive changes are requested after the work has been started. The artist shall keep the deposit if this occurs.

- OWNERSHIP

The idea and the design belong to the artist.

Until payment in full has been received and the art has been delivered, the art is considered to belong to the artist. The artist may finish, exhibit or sell the work if the agreement has been terminated.

- PRIVACY

The Purchaser gives to the Artist permission to use the Purchaser's name, images of the building, the art and the art in situ for exhibition, display, advertising, trade, and editorial uses.

- ALTERATION

Purchaser may not intentionally destroy or change. If this happens, the work may no longer be represented as by the artist.

Example of a Visual Arts Committee Charter

- **Short version:**

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B18: How to Commission Liturgical Art

In order to integrate harmony and balance within the church buildings, the visual arts committee will be responsible for creating a partnership between the artist and/or the donor, and the church. The committee will evaluate proposed art and decoration for appropriateness, fittingness and quality while striving to use artistic resources as fully as possible. This process pertains to all art, seasonal or permanent, and donated or purchased. The areas include, but are not limited to, the narthex, sanctuary, gathering space, meeting areas, and exterior. The committee will develop a set of guidelines for this process and will be responsible for approving all art, craft and decoration for the church complex.

- **Expanded version:**

The Visual Arts Committee will consider all visual art proposed for the church complex. The proposed work will be evaluated for its fittingness and appropriateness based on theological tradition and craftsmanship. * The Visual Arts Committee will work in tandem with the Worship Committee when appropriate.

The Visual Arts Committee will facilitate this process by providing installation guidelines to project coordinators and or donors as appropriate. The committee encourages any individual or group planning a project to meet with the committee for advice and consultation. It is to be understood that the committee is not responsible for initiating, completing or dismantling projects. Visual art to be considered includes, but is not limited to paintings, prints, sculptures or other decorative items for public spaces; banners, liturgical furnishings, vestments, paraments, and linens for the sanctuary space.

The committee is not responsible for soliciting funds. The fund, "Liturgical Arts and Aids," in the budget under worship, is intended for individuals or groups implementing a liturgical project. Major funding needs will be directed to the council and then to appropriate persons. Council must approve major fund raising.

* Theological appropriateness: Appropriateness is based on Reformed theology and our particular congregational traditions. This will be approached through combined committee member knowledge, a number of theological and liturgical sources, and the worship committee.

* Craftsmanship: Good craftsmanship includes strong attention to creative design and detail; and the essential skill and competence for creating the work planned. The committee asks that all work created for the church exhibit the best craftsmanship possible based on the artist's age and experience.

Guide lines for project proposals.

Project ideas will be written and submitted to the committee.

Proposals should include:

- Person responsible for the project.
- When, where and how the project is to be installed and dismantled.
- Describe, illustrate or in some way make clear to the committee what the project will look like.
- Include a brief statement on the purpose or meaning of the project. If for the sanctuary, this could include seasonal needs or other concepts that will enhance the congregation's worship.
- Is the project for a one-time event, a permanent addition, or seasonal use? Is this piece one we will own or is it one loan?
- If the proposal is for a specific piece of art, an image should be included.
- If this proposal is for a commissioned piece of art: Include several slides or other images of the artist's work, and a statement or drawings illustrating what the artist specifically proposes to do for us. A meeting with the selected artist may be considered appropriate before final recommendation.
- If the project is to be funded by the church, please include the amount needed. Major funding must be approved or allocated by the council.