



Smithsonian

Libraries

Smithsonian American and Portrait Gallery Library

The [Smithsonian American Art and Portrait Gallery Library \(AA/PG\)](#)'s **Art and Artist Files** are scholarly resources, carefully maintained for future researchers and contain original pieces of published ephemera such as small exhibition catalogues and brochures, announcements or invitations to gallery shows, and press releases.

More information about the Smithsonian Libraries Art and Artist File collection can be found on our website at:

<https://library.si.edu/art-and-artist-files>

AA/PG Art & Artist File selection criteria:

Although international artist material has been added to the files in the past, currently the library will only accept material for American artists. Selections for new additions to the Art and Artist Files are often made by the curatorial staff of the museums. For an artist to warrant inclusion in the Art and Artist Files collection, the artist should have been included in at least three group and/or individual art exhibitions in an accredited art museum, commercial art gallery, or college/university gallery or museum (that is not a student show). Other criteria may also be considered at the discretion of the librarian.

The following are acceptable material for the files:

- Artist statement or interview
- Artist biography, bibliography, and/or CV
- Invitation, announcement, and/or press release for a solo exhibition
- An exhibition catalogue, of less than 30 pages, from a museum or dealer on one artist
- Some newspaper or magazine articles that are not readily available online or at this library

The following are not acceptable for the files:

- Artwork
- Artist portfolio or self-published promotional material
- Unpublished or self-published materials
- Slides or discs
- Photographs lacking clear copyright
- Ephemera lacking bibliographic identity (name, place of publication, exhibition dates)
- Correspondence of a private nature
- Any materials which can be easily accessed via the internet

The AA/PG Library welcomes freely given additions to the Art and Artist Files within this criteria. The library reserves the right to refuse any donation which are offered and any items not accepted for inclusion into the files can be mailed back to the sender, if requested.

SMITHSONIAN INSTITUTION

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