



## Exhibition Proposal Guidelines (Handout to Proposed Exhibitors)

Individuals or groups who are or will become members are cordially invited to submit exhibition proposals to the Cowichan Valley Art Centre exhibition committee. The committee will jury proposals by peer assessment. Please submit via email to: Exhibition Committee [cvartscouncil@shaw.ca](mailto:cvartscouncil@shaw.ca).

The committee accepts proposals under three contract arrangements:

1. Gallery Rental – where the CVAC provides a Downtown Duncan Gallery location at 2-139 Station Street, in the heart of the Art and Business district of Duncan, B.C. Two Galleries, a kitchen and bathrooms are available for rent. The renter accepts responsibility for all aspects of the exhibition, including all staff requirements. Insurance riders and prepayment are required. Fees are dependant upon rental term, season and space required. (See Gallery Rental contract.) Refundable damage deposit is required with rental prepayment.
2. Gallery Exhibition with Sales – where the CVAC provides a Downtown Duncan Gallery location at 2-139 Station Street, in the heart of the Art and Business district of Duncan, B.C. Two Galleries, a kitchen and bathrooms are available for show and sales. The Gallery accepts responsibility for most aspects of the exhibition except insurance of the work. Insurance coverage is encouraged. The gallery charges a 30% commission on all exhibition sales, plus charge card transaction fees, and a 10% fee on commissioned or post exhibit sales. (see Exhibition and sales contract)
3. Public Exhibition - where the CVAC provides a Downtown Duncan Gallery location at 2-139 Station Street, in the heart of the Art and Business district of Duncan, B.C. Two Galleries, a kitchen and bathrooms are available for an exhibition of significant public interest. The Gallery accepts responsibility for most aspects of the exhibition through collaboration with other public organizations and sponsors. Gallery exhibition fees are paid. ( See Public Exhibition contract)

Please submit proposals with detailed information on the following approaches. The committee will assess these approaches to artistic work:

1. Idea – the intention or artistic impetus behind the work.
2. Practice – the effectiveness of how the work is put into practice and on those experiencing it.
3. Development – the contribution the work makes to the development of the artist, the art form, and the arts widely.
4. Examples of your body of work on CD or DVD. (Many local service CD / DVD providers available)
5. Curriculum Vitae (Education, work experience, artist's statement, shows and exhibits)
6. Budget.
7. What are you communicating in your work?
8. Present or proposed CVAC membership status by all individuals participating
9. Past, present and proposed volunteering / participation in the arts community.
10. How will your exhibition increase community participation in the Cowichan Valley Arts Centre?

Thank you, The Cowichan Valley Arts Centre Exhibition Committee.