



# Exhibition Application Form 2022

*Exhibition proposals for 2023 must be received by October 15th, 2022*

- 1) **Gallery Information**
  - 2) **Application Part One:** Complete Exhibition Form
  - 3) **Application Part Two:** 5 - 10 individual images of your recent/applicable
  - 4) **Floor Plan**
  - 5) **Exhibition Information**
  - 6) **Signatures:** Signature Required
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## Gallery Information

### Description of Space

The Revelstoke Visual Arts Centre hosts Revelstokes only public art gallery that displays up to 25 shows per year throughout our main gallery and three side galleries. Situated in the old RCMP building, the Revelstoke Visual Arts Centre has character complete with previously used jail cells in our back programming area. Our main gallery hosted Revelstoke's courthouse and the judges chambers.

This gallery, through countless volunteers and community hours, has now been home to several hundred exhibitions with local artists, Kootenay artists, artists across the province and beyond.

### Exhibiting with Us

Your exhibition will be up for approximately 4 weeks. The gallery is situated at the entrance to town at the first roundabout, with our building being one of the first you see as you enter our city. With an outdoor garden & picnic space, private artist studios, educational art workshops, community woodshop and pottery studio, and kids summer camps - our walls are always bustling with activity from locals and visitors alike.

Our opening events have between 100 - 300 guests coming to see the art and meet the artists, along with refreshments for purchase, food trucks and live music.

You can either have your work publicly for sale or not - it's up to you. We do a 20% commission for the gallery on all works sold. Further details can be found at the end of this document.

\*Please note that those who have had an exhibition at our gallery before are not eligible to have an exhibition two years in a row.

### **Costs to Exhibit with Us**

Items the Revelstoke Visual Arts Centre provides, free of charge:

- Marketing the gallery and each individual show & artist
- Exhibition opening event expenses including bartending, music, entertainment
- 360 degree virtual tours of each show hosted on our website in our archives
- Curation of the gallery and assistance hanging the gallery or full hanging if requested
- Packaging work with the artists during takedown - materials not included
- Shipping items that sell during the show - this fee goes to the purchaser, not the artist
- We handle all POS transactions and system fees
- For our main gallery artists we create a behind the scenes artist video - this is subject to change based on grants and artist location

We have a \$25 application fee for submitting your exhibition application - this goes towards our curation and our exhibition committee and helps contribute towards the setup of each exhibition.

### **Who Can Apply?**

Applications are open to everyone. We pride ourselves on showcasing local Revelstoke and Kootenay artists in our gallery as well as bringing artists from outside our community into our town. We generally try to have a good mix of artists from different communities and a variety of mediums. In the past we have had artists from Revelstoke, the Kootenays, B.C., across Canada, and the USA. We are open to artists internationally as well.

### **Application Review**

Our applications are reviewed by our exhibition committee - a group of artists, photographers and educators within our community that have experience curating classic gallery shows and eclectic out of the box style interpretations of a gallery. The final decision, aided by the exhibition committee, comes down to our executive director.

Any further questions can be directed to our gallery administrator:

[info@revelstokeartgallery.ca](mailto:info@revelstokeartgallery.ca)

### **Helpful Hints:**

High quality photos that show your work in its best light are the most important part of this application. A few good quality photos of your best work are better than a lot of low quality photos of a variety of pieces.

A well thought out exhibition is helpful - give us an understanding of what your show will look like. Use photos that highlight what we will likely see in your proposed show. We encourage diagrams if that helps you give us a better idea of what you are trying to accomplish.

When writing your exhibition theme or purpose behind the show, we are looking for a clear idea of your show rather than eloquent language. A good short concise elevator pitch will get your idea through to our committee best.

Although not mandatory RVAC encourages multi disciplinary components such as; sound, video, installation, sculpture, performance, etc. Think outside the box and have fun with it.

We understand that your work for the proposed show will likely not be ready when applying for this exhibition therefore we accept examples of your past work. Try to make it as relevant to the proposed show as possible.

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### **Application Part One**

*Applications will not be returned. Do not send original works of art.*

\*If the proposal is for a group exhibition, please provide one main contact and then provide details for all the artists participating within the exhibition.

<b>Exhibitor's Name</b>	
<b>City:</b>	
<b>Phone:</b> (    )	<b>Email:</b>
<b>Exhibition Title:</b> <i>If you are uncertain of your title please write TBD.</i>	
<b>Theme of Exhibition:</b> <i>Please describe the theme of your proposed exhibition. (200 words max)</i>	
<b>Artist Bio:</b> <i>Please include an artist bio (150 words max), submitting a CV/resume is highly encouraged but not mandatory.</i>	

<b>Medium(s) &amp; Techniques:</b> <i>(50 words max)</i>	
<b>What is the purpose and/or concept of your show? What are you hoping viewers take away from your show?</b> <i>(150 words max)</i>	
<b>What three living artists are you inspired by?</b>	
<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	
<b>Number of works:</b> <i>Approximately</i>	<b>Size Range of your Pieces:</b> <i>Approximately</i>
<b>Preferred exhibiting month(s)</b>	<b>Preferred gallery:</b> <i>Main, or Side Gallery 1, 2 or 3</i>
<b>Website/Facebook/Instagram:</b> <i>Not mandatory, but encouraged</i>	
<b>Do you require any special hanging instructions/requirements:</b>	

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## Application Part Two

*Applications will not be returned. Do not send original works of art.*

**Please include 5 - 10 individual images of your recent/applicable artwork.**

These can be included in this document, or emailed to us at [info@revelstokeartgallery.ca](mailto:info@revelstokeartgallery.ca) - if your images are too large please contact us and we will set up a google drive folder for you to submit your pieces.

If you are including a diagram, please include it in this section, or email it to us.

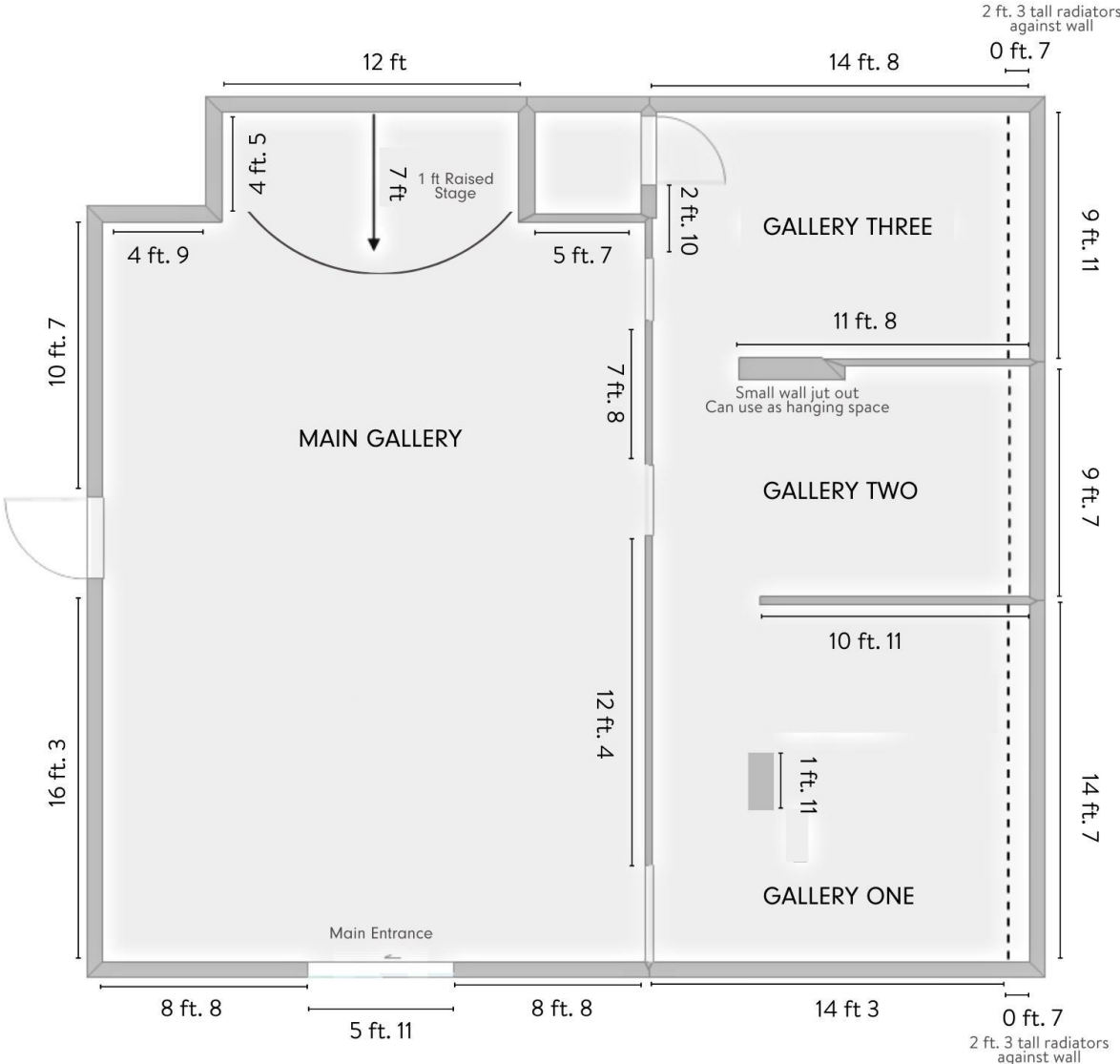
If you are submitting any audio or video, please email us - if the audio file or video file are too large, please contact us and we will set up a google drive folder for you to submit your pieces.

## Gallery Floor Plan



# Revelstoke Visual Art Centre

## GALLERY FLOOR PLAN



For our out of town artists you can also get a better idea of the space by taking a virtual tour.  
Head to the gallery tab on our website and scroll to the Virtual Tours section.  
[www.revelstokeartgallery.ca/gallery](http://www.revelstokeartgallery.ca/gallery)

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## Exhibition Information

### The Galleries

The Revelstoke Visual Arts Centre has four exhibition spaces: our main gallery and three adjacent side galleries. In the past we have allocated more than one side gallery space to one solo artist if requested or as we see fit.

#### Main Gallery:

Floor Area: 23 x 30 feet

Gallery Height: 11 feet

#### Side Gallery 2:

Floor Area: 15 x 9 feet

Gallery Height: 8 feet

#### Side Gallery 1:

Floor Area: 15 x 15 feet

Gallery Height: 8 feet

#### Side Gallery 3

Floor Area: 14 x10 feet

Gallery Height: 8 feet

### Gallery Security

The Revelstoke Visual Arts Centre has an alarm system. The galleries are always monitored when open, and when they are closed the alarm system is engaged. The curator room alarm system is also engaged between shows. Only gallery staff have access to this alarm system.

### Artist Fees

The Revelstoke Visual Arts Centre is unable to pay artist's fees at this time. In lieu of artist fees we provide the majority of the costs associated with setting up the gallery and marketing it to the public.

While we do not pay artist fees, we can help you with letters of support for grant applications. Please contact us if you are interested in seeking out funding and granting opportunities.

### Sale of Artwork

The gallery takes a 20% commission from every sale. This commission goes towards staffing our gallery, insurances, POS system fees and transaction fees, curatorial costs, and general operating expenses.

Please inform the gallery ahead of time if you are a GST registered artist.

If your work is for sale in our gallery you are not able to sell it anywhere else during the duration of that exhibition. If you do, then the 20% commission will still apply. If you meet a buyer directly through showing your work at the gallery, you may not wait until after the show to sell them that piece to avoid the commission. If you do, then the 20% commission will still apply.

**Hanging the Exhibition**

The artist will be responsible for delivering the work to the gallery and collecting the work at pre-arranged dates. The artist is highly encouraged to take part in the hanging and taking down of the exhibition with the gallery staff and hanging committee.

Work must be appropriately framed or mounted and ready for hanging with instructions where special treatment is required. The gallery is able to loan some metal exhibition frames. Artists are responsible for framing the work and providing mats.

**Original Work**

All work must be original and must be the artist's own work. No prints/copies of originals (unless discussed with the Executive Director & Exhibition Committee) We accept digital illustrations and encourage further discussion about originals.

Please be aware that copyright laws are extensive and prohibit the incorporation or copying of the work of other artists, designers or craftspeople without prior permission. Credit must be given for any contribution by another artist or artists to the work.

Your work should be new work or recent work that has not been shown before in Revelstoke.

*We are accepting Exhibition Proposals for 2023 from  
**July 15th, 2022 to October 15th, 2022**  
Late submissions will not be accepted*

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**Signatures**

Name of Exhibitor, (First, Last) \_\_\_\_\_

Signature \_\_\_\_\_

Date (dd/mm/yyyy) \_\_\_\_\_