

**Mail Proposal To:**  
**Exhibition Committee**  
**Richmond Art Gallery**  
180-7700 Minoru Gate  
Richmond, BC V6Y 1R9

# Application to Exhibit for Year 2008 - 2009

**DEADLINE: March 1, 2007**

**Date of Application** \_\_\_\_\_

1. This is a proposal for:     Individual     Group     RAG Window
2. Would you exhibit at:     RAG     Gateway Theatre     City Hall
3. Are you interested in Art Access? (Art Rental & Sales)     Yes     No
4. Are you interested in being included in a group exhibition? \_\_\_\_\_

5. Artist(s) Name(s): \_\_\_\_\_

6. Contact Person (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

If the contact person is other than the artist, please identify your relation to exhibitor or exhibition:

\_\_\_\_\_

7. Has the artist exhibited at the **Richmond Art Gallery** within the last three years? \_\_\_\_\_

8. Describe the content of the work you propose for exhibition. (This text will be read while the slides are projected. Use only the space provided. No attachments will be read at that time.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTE: Submissions which do not follow these guidelines will not be submitted to the Committee for review.**

1. Submissions are juried by the Exhibition Committee with the Gallery Director/Curator as Chair. Work in all mediums will be considered.
2. The Richmond Art Gallery does not exhibit artwork which will also be exhibited in the Lower Mainland within 6 months, and does not re-exhibit artists work within 3 years.
3. Richmond Art Gallery has outreach galleries located at the Gateway Theatre and Richmond City Hall. Artists may re-exhibit at Gateway/City Hall at anytime. If you are interested in these locations, please check the boxes above.
4. Include **only** material outlined in this application form, any other material will not be considered.
5. **Do not include** original artwork, photographs, films, binders, large catalogues or bulky packages.
6. Please type your submission.
7. If your work has been selected, RAG would like to keep the eight slides or CD for our records.
8. It is your responsibility to inform RAG for any change of address or contact information.
9. **Please note: the review process is careful and thorough. You may not be contacted again until early June.**

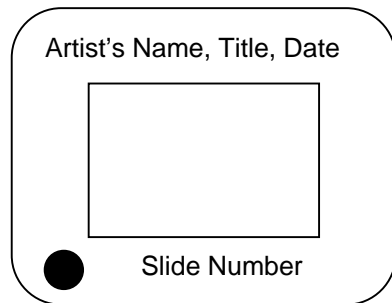
**Please include:**

- The completed **slide/image list form** and/or **video form**.
- A **Letter of Intent**. The letter of intent should not exceed 300 words and should include a description of the artwork you want to show and what you are proposing to do in the gallery. For instance, describe the artwork and space requirements. If you require any **special equipment**, describe your needs (be specific). Please indicate if your intention with your work is to sell or to display, without the expectation of sales.
- An **Artist Statement**. The Artist Statement could indicate, for instance, what your artistic concerns are and how the work relates to your overall art making process. This statement should not exceed 300 words.
- A **Curriculum Vitae** not to exceed 3 pages.
- A **budget** for any extraordinary expenses, such as travel or installation costs, on a separate page.
- Self-addressed, stamped envelope** with postage for return of the submission material. Applications, with no postage will not be returned. Please do not mark for pick-up. It is your responsibility to send adequate packing for return of your material.

## Slide/Image List Form

Slide	Artist Name	Title	Size (h x w x d)	Medium	Date
#1					
#2					
#3					
#4					
#5					
#6					
#7					
#8					

Slides must be identified clearly. Please send a maximum of 8 slides or digital images on CD, which will be projected during the review process. If more are submitted, they will not be projected. In the case of group exhibitions, include no more than 3 images for each artist. For slides we only accept 35mm format marked as indicated below.



**Note:** Dot in lower left hand corner of the slide indicates the correct orientation of the image when projected. Also, it is important that you write your name and the title of the artwork on the slide.

## Video Form

DVD must be compatible with Quicktime or Windows Media Player and no more than 3 minutes long. VHS format must be cued at the beginning of the 3-minute sequence which you would like viewed.

Artist Name	Title	Date	Description	Total Length

## Digital Material

All images should be jpg format (with .jpg extension), each image should be RGB 72 dpi, 800 x 600 pixels. Use the Slide/Image List (above) to list all images – make sure that this corresponds to the order the images will appear on your CD. The images need to appear upon opening the CD, no directories or sub-directories. Include details of your work as part of the 8 images you send.