



Art Gallery Exhibition Guidelines

Canyon Community Center
PO Box 187, 126 Lion Blvd., Springdale, UT 84767
435-772-3434, 435-772-3952 (fax)

The Canyon Community Center is a high traffic community facility serving a broad range of users. Youths, families and area visitors utilize the center for special events, workshops, and interaction with the Springdale branch of the Washington County Library. The gallery is located just inside the main entrance of the community center. Please see attached floor plan for dimensions and lighting plan. Some pedestals are available. Please contact the Center for quantities and dimensions.

Submissions

The CCC invites submissions from individual artists, groups and independent curators working in various media to submit proposals for exhibitions. Your proposal should include:

- cover sheet which includes the name and contact information (e-mail, phone number). In the case of group exhibits, there should be one person designated to submit the proposal and act as contact person to the gallery.
- a brief, clearly articulated description of the proposed exhibition
- 10–20 images or media files (CD ROM or online digital portfolio)
- list of titles, dimensions, and media
- current curriculum vitae
- Are there any dates when the work is not available?
- would you be prepared to share a show – with an alternative medium – i.e. 3D with a 2D?

Type of work

2D– painting, drawing, prints, photography, fiber, glasswork, multimedia

3D– sculptures in 3D are limited to traffic access and available pedestals. We encourage artists or groups to submit a proposal for a sculpture exhibition that can be displayed safely (and aesthetically) if they can provide the necessary display supports.

The gallery committee reserves the right to restrict subject matter.

Security and insurance

As noted above, the CCC is a high traffic facility with all visitors passing through the entrance/art gallery. The center has insurance for the artwork and gallery; however due to the nature of the space, artists are responsible for fifty percent (50%) of the value of any broken, stolen or damaged artwork, whether or not a claim is filed with the Center's insurance policy on the damaged or stolen work. . If chosen, you will be required to supply an inventory with value of the work.

Length of exhibitions

Exhibitions will run for 6 weeks depending on other programming activities at CCC. The exhibit will remain for the full allotted time.

Installation and removal of work

All paintings, drawings, and photographs must be framed, wired, and ready for hanging. Artists accepted for exhibit must have enough work to aesthetically fill the space. Artists must supply their own labeling.

Installation will be from NOON the day before the show opens.

Removal will be before NOON the day after the show ends.

Exhibitions will be installed by the artist(s) with supervision from CCC staff. If special requirements are necessary for the installation of an exhibition then the artist(s) will work with CCC staff to ensure safe and appropriate installation. Artists will be responsible for any additional costs if specialized assistance or equipment is required. All artwork must be removed from the premises within 24 hours of the close date unless other arrangements are made with CCC staff.

CCC will ensure gallery space and walls will be ready for hanging prior to installation of work. At the end of exhibition, the artist will be expected to return the space and walls to the same “ready to hang” condition. Paint and spackling will be provided to fill any nail holes. CCC staff will inspect space to ensure gallery is ready for the next show.

Sale of artwork

CCC will not allow sales through the gallery. We encourage you to keep a supply of business cards, contact information and a guest book on the premises.

Publicity and promotion

CCC will support artists to the best of its ability and resources by networking with the local town mailing list, audience, and other organizations to promote exhibitions via the web. Other promotion options can be discussed with the CCC Art Gallery Committee. Costs associated with the design, production and direct costs of distribution of promotion materials and opening reception is the responsibility of the artist(s). Artist(s) must notify the CCC Art Gallery Committee in advance if an opening reception is planned in order to coordinate with CCC staff.

Exhibition agreement form

If an artist or group is offered an exhibition at the CCC Art Gallery they will have 2 weeks to accept or decline the offer. If accepted an Exhibition Agreement Form must be completed and returned to the CCC Art Gallery Committee by the deadline.

