



GIBSON CENTRE GALLERY EXHIBITION APPLICATION

Name of Individual and/or Group: _____

Mailing Address: _____

Contact Person: _____

Contact Telephone: _____

Home: _____ Business: _____

Email: _____

Website: _____

Exhibition Title/Theme: _____

Media: _____

Exhibition Type: Solo () Group () How many people? _____

Gibson Centre Member ()

Please include the following with your application:

- A short description of your proposed exhibition (including any special requirements)
- Brief biography for each artist, including address & telephone number
- Artist's / Group Statement
- Images (10-15) on a CD or USB drive

Signature: _____ Date: _____

For Gallery Committee use:

- Approved Approved with conditions Not approved
- Application incomplete

Date of review _____

Signed _____

FEES AND COMMISSIONS

A non-refundable administrative fee of \$ 250.00 is required for each exhibition. A deposit of 50% \$ 125.00 is required in cash, by cheque or credit card with completed application form.

A commission of 20% of the sale price, excluding tax, is applied to each item sold, if the exhibitor is a member of the Gibson Centre.

Non-members of the Gibson Centre will render 30% of sale price, excluding tax, for each item sold.

The application for exhibition will be reviewed by the Gallery Committee and may request further information and clarification. The decision of the Gallery Committee is final.

A successful applicant will be required to pay a deposit for exhibition. The fee will be based on the outline provided above and outstanding amounts will be due upon signing of the Gibson Centre Gallery contract. The Gibson Centre shall be responsible for the safe keeping of all artwork during the contractual duration of the exhibition. The Gibson Centre shall be liable to the exhibitor/s for theft or damage (except from damages resulting from flaws inherent in the artwork), to the full amount, less commission.

Both parties shall practice Risk Management practices by completing an Inventory of Art Pieces for Risk Management as attached to the signed contract for the inventory being exhibited. Advertising and promotion is the responsibility of the Gibson Centre as well as the exhibitor. The Gibson Centre shall provide coverage on its website and social media. The exhibitor is responsible for invitations, posters, media advertising with the approval of the Gibson Centre. The Gibson Centre shall provide a guest book.

All queries and comments should be directed to the Executive Director of the Gibson Centre by phone at 705-435-2828 or by email at info@gibsoncentre.com.

INSTALLATION REQUIREMENTS

All works displayed in The Gallery must be original.

No reproductions will be accepted¹.

- All 2 Dimensional works MUST BE ready to hang upon delivery to Gallery.
- 3 Dimensional works (Sculpture, Ceramics, etc.) will be displayed on pedestals and require the artist to indicate the “front” of the piece².

The Gallery Committee/Curator reserves the right to accept or reject any art works on the basis of its suitability and or appropriateness³.

The date and time of installation (see the application) refers to the time that ALL artworks must be delivered to the Gallery.

Frame and Wiring Requirements (2D artwork)

- All hanging art must be suitably wired and ready to install
 - Wiring must be appropriate to the weight of the artwork⁴. Rings or screw eyes must be installed on both sides of the frame. Rings or screw eyes must be positioned no lower 6” from the top of the frame.
- All works must be wired with triple-strand wire, or more and appropriate to the size and weight of the work.
- Works wired with single-strand wire will NOT be accepted.
 - Unfinished artwork (i.e wet paintings) or ones with faulty frames will NOT be accepted.

Requirements/Restrictions (3D artwork)

- Sculpture in stone or cast in metal may be subject to weight restrictions.

Labels

Printed labels for each work will be provided and affixed to the display by the Gallery when the installation is completed. To facilitate this, artists must attach a label to the back of their artwork. The label should include the name of the artist, title, medium, size and price. 3D artwork should have the back label securely fastened so it is out of sight (if possible) when placed on display.

All work not for sale must be marked “NFS”.

What does that mean?

1- “Reproductions” in this context refers to copies, whether mechanical or digital, of original artwork that are not intended to be the “original” piece. Exceptions to this are “limited edition prints” and photographic prints.

2- “the front” of the piece is required so that the installation/hanging committee know which is the proper orientation to display the artwork as the artist intended.

3- Although it is not the policy of the Gallery Committee to censor artwork sometimes it is necessary to review the “appropriateness” as it applies to the theme of the show.

4- Triple strand wire is available in various pound limits (i.e. 10lbs, 20lbs, 50lbs) please select the highest to ensure the greatest measure of security.

Some useful tips

It's always a good idea to wrap sharp edges of wiring with masking tape. This protects the person handling and hanging the piece.