

Washington Pavilion of Arts and Science • Visual Arts Center



WASHINGTON
PAVILION

Call for Exhibition Proposals:

The **VISUAL ARTS CENTER** of the Washington Pavilion of Arts and Science is accredited by the American Association of Museums. It houses six galleries ranging in size from 67 linear ft./377 sq.ft. to 197 linear ft./4,848 sq.ft., and includes an outdoor gallery, the Paladino-Hohm Sculpture Garden. Proposals for exhibitions at the Visual Arts Center are accepted on a rolling basis throughout the year with primary review periods taking place during the summer. **Exhibition proposals for the 2011-2012 exhibition season are due for consideration by June 30th, 2010.**

The Visual Arts Center welcomes proposals for exhibitions of artwork from all historical periods, mediums and genres of visual art—submitted by curators or agents of exhibitions as well as artists themselves. Exhibitions are selected based upon the quality of the work in the submission, the relevance and strength of the exhibition concept, budgetary needs, and the relative balance of the overall exhibition schedule.

The purpose of the Visual Arts Center is to *bring the visual arts to children and adults through exhibitions, education, collections and special events*. The mission of the Washington Pavilion of Arts and Science is to *educate, entertain, inspire and to enrich community by making arts and science a part of our lives*. The vision of the Washington Pavilion of Arts and Science is to *be the region's premier arts and cultural institution and a national model for multifaceted community based institutions*. The strongest and most relevant exhibitions often fulfill several objectives within the purpose, mission and vision statements of the Visual Arts Center and the Washington Pavilion of Arts and Science as a whole.

Please include the following with the submission of proposals. Submissions will not be returned unless requested and only if proper postage and return packaging is provided. **All materials need to be PC compatible. Submitting both paper and electronic versions of all materials is encouraged.** Word documents that can be copied and pasted from are preferable to other formats.

Please provide the following in as much detail as possible on a PC compatible disc:

EXHIBITION PERSONNEL

Resume(s)

Include resumes for all relevant personnel involved in the project. Be sure that contact information (name, address, phone number(s), email and website) for at least one person is included.

Artist Statement(s)

Include artist or curatorial statements relevant to the specific project as well as any additional general statements addressing artistic philosophy, style or process that you would like to include. If possible and relevant, please include a biographical statement detailing personal progression and history as it pertains to the body of work in the proposed exhibition.

EXHIBITION CONTENT

Description of Proposal

Describe the exhibition's goals, the key messages or educational content areas that are addressed in the works as well as target audience(s). Describe the scope of the exhibition, including the number of works and their sizes, display methods or special display needs for the exhibition outside of the normal parameters (works hung directly on walls with hooks or wires or installed in display cases with standard lighting needs). If the size of the exhibition is flexible and negotiable, please note the acceptable range in terms of number of works, linear or square footage needed. Note whether any of the works are extremely heavy or will be larger than 8

feet in any dimension. List all other venues that the show has been or will be exhibited at along with dates and whether any text panels, graphics, other visuals or educational materials or programs will be included with the show. Provide a proposed timeframe for the exhibition and your level of flexibility with that timeframe.

Digital Images

DO NOT SEND ANY ORIGINAL WORKS. Submit at least 15-20 digital images in jpeg format. Send high quality images with a file size of at least 1 MB. Include an image list that corresponds to the images sent, including titles, medium (be as specific as possible), sizes and dates of the works. If including installation views please list the title and location of the installed exhibition. Note whether the images submitted are the actual pieces that will be in the exhibition or are representative of the work in general (when the works are yet to be created). There is no need to send any printed photographs or slides, digital images are preferable for review.

Budget

List any and all expenses associated with the exhibition that you would expect the Pavilion to cover in part or in whole, noting what expenses are negotiable or will be covered by the artist. Include costs of shipping or transporting works to and from the Visual Arts Center if that will not be provided by the artist. List any existing or potential sources of funding that you know of, including sponsorships or grants that have been or will be applied for.

Standard expenses and services provided with exhibitions usually include Fine Arts insurance for the works while on the premises, rental fees or artist honorariums, marketing of the show, artist's reception, one main text panel, object labels and a modest gallery brochure/price list. Needs outside of this scope should be noted in the budget. The Visual Arts Center designs, installs and lights exhibitions unless otherwise negotiated. The Visual Arts Center retains the right to withdraw works or cancel exhibitions at its discretion should the need arise, especially if the works do not conform to what is presented in the submission. Works in the Visual Arts Center may be for sale to the public at the discretion of the artist/agent. The Visual Arts Center charges a 20% commission on all artwork sales.

SUPPORT MATERIALS

Catalogs/Brochures/Press

Feel free to include any catalogs, brochures, reviews or copies of other press material that you would like to include with the submission. The materials will not be returned unless requested and sufficient postage and packaging is provided.

Please send completed submissions or direct questions to:

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Proposal Checklist:

I have included both hard and electronic copies of...

- Resume(s)
- Artist Statement(s)
- Description of Proposal
- Digital Images
- Budget
- SASE (if submission should be returned)