

AFFINITY GALLERY - EXHIBITION APPLICATION GUIDE

The Saskatchewan Craft Council (SCC) encourages innovation and excellence in Fine Craft and looks at gallery exhibitions as opportunities to experiment and explore: the SCC looks for work that will contribute to and challenge the craft community. The SCC presents up to eight exhibitions annually. Applications are accepted from craftspeople, curators, and galleries for solo, two-person, or group exhibitions. The Exhibitions & Education Coordinators, advised by the SCC Curatorial Committee, assess all exhibition applications. Follow-up interviews may be part of the selection process.

- All exhibitions must be curated or juried. The SCC will be responsible for curatorial decisions including the selection of curators or jurors.
- Applications for group exhibitions should include the name of a coordinator/main contact, as well as suggestions for a potential curator or juror.
- The suggested curator or juror must not be a member of the group and should be prepared to give a critique as part of the selection process.

FOR ACCEPTED PROPOSALS

The Affinity Gallery will be responsible for:

- Publicizing and promoting the exhibition.
- Installing and dismantling the exhibition.
- Hosting the reception.
- Providing insurance for the exhibition.
- Payment of exhibition fees based on the current CARFAC fee schedule.
- Sale of works subject to a 40% commission.

The exhibitor(s) will be responsible for:

- Delivery and removal of the work, and assisting with installation if desired.
- Providing images for exhibition promotion.
- Providing a list of works and retail values.
- Providing exhibition information, biographical information, and artist statements.

Proposal submissions should be addressed to the Exhibitions & Education Coordinators and received by November 16th each year.

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APPLICATION GUIDELINES

1. A **Cover Letter** (include contact information: phone number, email, address, etc.,)
2. An **Exhibition Description** or **Proposal** which describes the focus of the exhibition and the work you intend to display (1 - 2 pages).
3. A **Curriculum Vitae** detailing training, education, and exhibition history (1-3 pages). **Group** exhibition proposals should include Curricula Vitae for each participating artist or all known participants at the time.
4. **12-20 digital images** of your work. These need not be the specific pieces you wish to show: however, they should provide, along with your written proposal, a visual concept of your exhibition and serve as an example of your work. **Group exhibition** proposals should include at least 4 images /member. See below for image guidelines.
5. A **numbered image list** to accompany the digital images. The image list must correspond with the digital images provided. Provide: number; file name; artist; title; techniques; materials; year completed; and dimensions (height x width x depth).
(eg. #1. "01title.jpg" – Artist, *Title*, techniques; materials. Year completed. hxwx.d.)

IMAGE GUIDELINES FOR AFFINITY GALLERY EXHIBITION APPLICATIONS

It is important to present a professional image in all aspects of your work. Submit high quality colour images that accurately represent your work and the intent of your exhibition. Remember that decisions are made not only based on the written proposal, but also on the images of work.

DIGITAL IMAGES

Note: Digital images will be viewed on computer screens or projected with a digital projector.

- **JPEG files only**
- 72 dpi, 1 MB maximum (each), 1366 X 768 pixel files maximum
- Submit RGB or SRGB colour mode files only (no CMYK files).
- To ensure that your index order is followed and the images are presented in your preferred order, **label each image file** with a **number** and a **title**: the first nine images must begin with a zero (eg. 01title.jpg, 02title.jpg...).
- Include a numbered image list that corresponds to the image files. The image list should include the number; file name; artist; title; techniques; materials; year completed; and dimensions (height x width x depth).
(eg. #1. "01title.jpg" – Artist, *Title*, techniques; materials. Year completed. hxwx.d.)
- **Images can be provided on a disc or USB key** (PC compatible only).

SUBMIT YOUR APPLICATION BY NOVEMBER 16th TO:

Leslie Potter & Maia Stark, Exhibitions & Education Coordinators
Saskatchewan Craft Council, 813 Broadway Avenue, Saskatoon, SK, S7N 1B5
Phone: 306-653-3616 ext. 25 Email: scc.exhibitions@sasktel.net