



Exhibition Applications

Introduction

The SCC Exhibitions department presents six exhibitions per year that reflect craft history, contemporary practice, and innovation.

The Saskatchewan Craft Council Gallery presents Solo; Two-person; and Group exhibitions (three or more artists). Each category of exhibition may include the participation of a guest curator or guest coordinator who may propose the exhibition on the artists' behalf.

- The SCC Exhibitions department accepts exhibition applications with advisement from a volunteer Curatorial Committee.
- The SCC Exhibitions department may schedule exhibitions up to two years in advance.
- The SCC's Gallery policy prioritizes showing Saskatchewan artists and curators, but may include at least one touring or out-of-province exhibition each year.
- For each exhibition accepted to the Saskatchewan Craft Council Gallery schedule, the SCC will provide installation assistance, insurance, promotion, documentation, administrative labour, and artist fees to be paid to the artist(s).
- A 40% commission will be retained on any sales resulting from an exhibition.

Resources

- [Digital archive of previous SCC Exhibitions](#)
- [SCC Gallery Floorplan](#)
- A **Checklist is provided** to assist applicants with providing the full scope of materials requested.

Contents

The Application Package contains the following:

- An **Application Form** to be filled out by the applicant.
- An **Image List Template** to be filled out by the applicant. If the applicant would prefer to format their own image list, please refer to the provided template as an example of what information is required.

Concerns or questions can be directed to Exhibitions and Education Coordinators
Stephanie Canning and Maia Stark: scc.exhibitions@sasktel.net



Exhibition Application Checklist

Please ensure the following required documents are included in your Application. Applicants who submit incomplete, inaccurate, or misleading information may be deemed ineligible for consideration. Please read the following section thoroughly for a description of each component.

Applicants must provide:

(check each box after completion)

Exhibition Proposal (Supplied by applicant; maximum 750 words)

Application Form (see Exhibition Application Package)

CV (supplied by each participating artist, max. 2 pages)

Images (max. 15 images; or 3 images per artist for group exhibition)

Image list (please use attached template in Exhibition Application Package)

Exhibition Proposal

The Exhibition Proposal is written by the applicant and describes the focus of the exhibition and the work you intend to display. The applicant may send this as a Word doc or PDF (preferred). The Exhibition Proposal describes the appearance and theme of the exhibition; materials used; requirements for space or supplies; availability or other considerations for scheduling; any community or educational elements. An Exhibition Proposal should include a description of the artistic content of the exhibition as well as the practicalities and install needs. Maximum 750 words.

Application Form

In the Application Package, you will find an Application Form

requesting contact details and specifics about the proposed exhibition. *Fill this out to the best of your ability.*

CV

Curriculum vitae should list all artist's full contact information (Mailing address; phone number; email) as well as relevant educational history, performances, commissions, publications, solo or group exhibitions,



Exhibition Application Checklist

etc. Every participating artist must supply a CV. Maximum 2 pages per artist.

Images

Please include images of works completed *and/or* in progress. Sketches are acceptable, but **it is highly recommended** that artworks for consideration are in progress or completed for a strong Exhibition Application. It is difficult for a Curatorial Committee and SCC Exhibitions staff to evaluate an exhibition that is in its immediate initial stages.

Applicants may supply up to **15 images** – or **3 images per artist for a group exhibition** which would necessitate more than 15 images.

- JPEG files
- 72 dpi, 1MB
- Images will be viewed by the curatorial committee with a digital projector.

Please **DO NOT email image files as attachments or zip files**. Large files sent through email can fail, get flagged as junk mail, or appear in our system as corrupted.

Images must be sent either through [Dropbox](#), [Wetransfer](#), or another similar **image sharing program**, OR delivered on a **PC compatible USB key or CD**. If using an image sharing program, make sure the files are shared with **editing permissions enabled**.

Image List

An image list template has been provided in the **Exhibition Application Package**.

An image list must contain:

- File name (“01title.jpg”);
- Title of work;
- Year;
- Artist name;
- Materials/technique;
- Dimensions (cm).

To ensure that your index order is followed and the images are presented to the Curatorial Committee in your preferred order, name each image file with a leading zero: **e.g. “01title.jpg,” “02title.jpg...”**



Exhibition Application Checklist

How to submit your complete Application package

Mail

c/o Stephanie Canning and Maia Stark
Exhibitions and Education Coordinators
Saskatchewan Craft Council
813 Broadway Avenue,
Saskatoon, SK, S7N 1B5

Please supply a self-addressed stamped envelope if you would like your package returned to you. Gallery Applications that are not accepted by the Curatorial Committee are confidentially destroyed.

Email

Stephanie Canning and Maia Stark
Exhibitions and Education
Coordinators
scc.exhibitions@sasktel.net

Subject line: Exhibition Application - *Applicant's Last name*