

## ***ART in the ATRIUM* GALLERY SPACE APPLICATION**

### **QUEENSBOROUGH COMMUNITY CENTRE HUB**



920 Ewen Avenue  
New Westminster, BC  
V3M 5C8



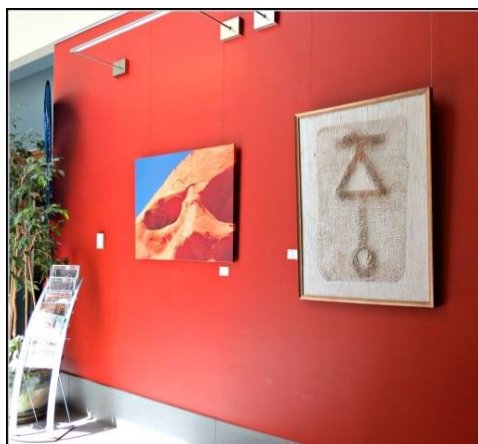
#### CALL for ARTISTS:

The *Art in the Atrium* Gallery Space at Queensborough Community Centre is currently accepting group proposals for its 2019 exhibition schedule. Open to emerging and established artists working in two-dimensional media who reside in New Westminster (or if live outside of New West, are currently affiliated with a studio or visual art group based in the City).

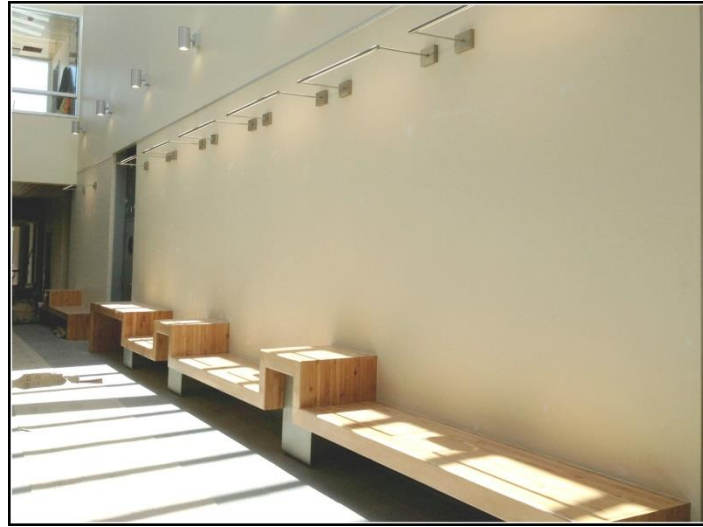
Groups consisting of three or more local artists are invited to submit an exhibition proposal. Exhibitions are approximately 6 weeks in duration. Proposals will be adjudicated by a peer jury, with a selection committee of five members assigned to review submissions for each of the four annual exhibition periods.

DISPLAY SPACE: The *Art in the Atrium* Gallery Space consists of three display areas in adjacent proximity:

- A linear hanging space of **10 feet** between the QCC's front entrance and the entry to the NWPL's Queensborough branch library (below)



- A sky-lit linear hanging space of **34 feet** beginning directly across from the centre's front desk and continuing the length of the main walkway area (below)



- A linear hanging space of **12 feet** proximal to the longer space above, separated by a single set of doors (below). The viewing depth for all 3 areas is approx. 10 to 12 feet.



**HOURS:** Opportunities to view *Art in the Atrium* exhibitions coincide with the open times of the QCC facility, as follows:

Monday to Friday: 7:00 am to 9:30 pm

Saturday: 8:30 am to 5:30 pm

Sunday: 8:30 am to 8:30 pm

For info regarding individual stat holiday hours, contact the QCC directly at: 604.525.7388.

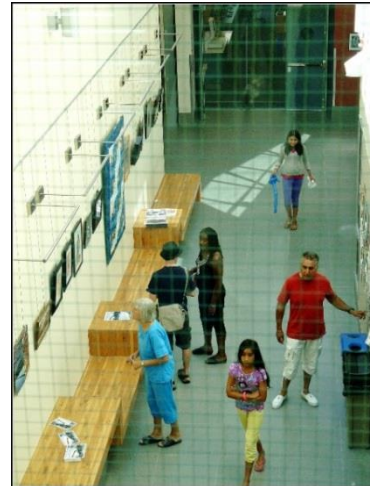


The facility is wheelchair accessible.

The QCC Hub is a well-used facility, both by community members on an ongoing basis for recreation activities, regular meetings, social events, visits to the public library branch and more.

In addition, various rooms within the facility are rented on a frequent basis, accommodating numerous guests and other visitors. All of this activity affords a great deal of exposure for artwork on display.

(Photo taken through safety glass from Fitness centre level on 2<sup>nd</sup> floor)



## HOW to APPLY for an EXHIBITION:

### PLEASE NOTE:

Preference will be given to proposals that incorporate a central or overall **theme**.  
All artwork must be appropriate for “family viewing” in a public building.

*Your group’s exhibition proposal application should include:*

- Names and contact info for all artists, with a main contact person designated for the group
- 1 or 2 JPG or PDF images of proposed artworks by each artist (ID each by artist & title)
- List of artworks, identifying the artist names, titles & sizes
- Brief CV or bio for each artist
- An exhibition statement (including an explanation of the central/common theme)

### **Please direct submissions by email and any questions to:**

Karen Justice, Chair, Artists in the Boro  
[karenjustice@shaw.ca](mailto:karenjustice@shaw.ca) | Tel: 604.522.8144

**Email subject line:** Exhibition Submission: Art in the Atrium

**See individual deadlines for each 2019 exhibition period outlined below.**

## TIME FRAMES for EXHIBITIONS – 2019:

There are four exhibition opportunities available in the upcoming calendar year, each approx. 6 weeks in duration, as follows:

- **Exhibition A:**
  - Proposal Application Deadline: **October 31, 2018**, 4:00 pm
  - Install: Sat, JAN 5, 2019 at 10:00 am
  - Uninstall: Sat, FEB 16, 2019 at 10:00 am

- **Exhibition B:**
  - Proposal Application Deadline: **February 1, 2019**, 4:00 pm
  - Install: Sat, APR 13, 2019 at 10:00 am
  - Uninstall: Sat, MAY 25, 2019 at 10:00 am
- **Exhibition C:**
  - Proposal Application Deadline: **May 10, 2019**, 4:00 pm
  - Install: Sat, JULY 27, 2019 at 10:00 am
  - Uninstall: Sat, SEPT 7, 2019 at 10:00 am
- **Exhibition D:**
  - Proposal Application Deadline: **September 6, 2019**, 4:00 pm
  - Install: Sat, NOV 16, 2019 at 10:00 am
  - Uninstall: Sat, JAN 4, 2020 at 10:00 am



#### **THE SELECTION PROCESS:**

The selection committee will consider all submissions received and reply by email to each applicant group, stating whether the work has been accepted. If your application has been successful, you will be contacted to confirm the dates of the exhibition period (including install and uninstall sessions), and to review all responsibilities and other details. Following final confirmation of individual participants, contracts will be sent to the main contact person for your group, who will be responsible for having them signed and returned to the QCC on or before the date of installation.



#### **EXHIBITION GUIDELINES / DISPLAY CRITERIA:**

Exhibiting artists will *each* sign a contract with the Queensborough Community Centre (QCC). Works will not be accepted without a signed contract.

*Art in the Atrium* Gallery Space charges no commission fee, nor does it serve as a liaison for selling exhibited art. There are no booking or exhibition fees, and 100% of any sales arising from an exhibition go to the artist. The QCC requests that all sold pieces on display remain in place until the end date of the exhibition. As sales are handled directly between artist and buyer, artists may have contact and sales information in a binder available at the exhibition; prices can also be included on the wall labels, as noted below.

#### **Info required for generating of labels:**

- Artist name
- Title
- Medium
- Price if for sale | 'NFS' if not

The exhibiting group must supply a master list of works to be shown, including the price (or estimated value) at least 2 weeks before the installation date.

Each artist's name and title of the work must also be visible on the back of each piece for easy identification (masking tape/Sharpie pen is sufficient for this purpose).

The artwork must be framed and suitable for hanging, with a taut wire across the back between 1" to 2" from the top, to prevent the piece from tilting forward off the wall.

Canvases, if unframed, must have finished edges.

Artists (or a designate) are responsible for both delivering and picking up their artwork on the install and uninstall dates respectively, and at least one artist from the exhibiting group must help to install the exhibition.

Please note that the *Art in the Atrium* cannot currently accommodate exhibition openings, and accepts no responsibility for loss, theft or damage to works while they are displayed on site.

The QCC is entitled to remove artwork at its sole discretion.



#### PUBLICITY:

- Given sufficient lead time (at least 4 weeks prior to installation), a poster for each exhibition will be submitted for inclusion in the Arts Council of New Westminster's *Arts Beat* monthly electronic newsletter.
- Unless the exhibiting group is providing a poster of their own design, an *Art in the Atrium* representative will create one. In this case, a 300 dpi image will be required at least 6 weeks prior to the install date, along with the exhibition title and a list of all participating artists' names.
- All other promotional materials, including those pertaining to social media, are the responsibility of the exhibiting group.



#### CONTRACTS:

Info required for generating of contracts:

- Artist name
- Address
- Phone number
- Email address

For Schedule A:

- Title of work
- Medium
- Approximate size

(An example of the contract is available upon request.)