



## AX Exhibit Proposal

Exhibitions for visual arts and fine craft are scheduled on an ongoing basis, with the jury meeting twice per year to set the exhibition schedule approximately 6 months in advance. **AX** is happy to receive applications at any time for review at the next deadline.

In choosing exhibitions, **AX** seeks a balance of established and emerging artists, exhibiting works from our community and beyond. **AX** is also dedicated to exhibiting children's art and student work created in local-area schools and through our own programming. Exhibitions are selected by a rotating panel of respected artists and art educators knowledgeable in the discipline involved.

***Before completing the application, please also read the Artist Agreement.***

**In your application, please include:**

- Contact info (name, address, phone, email, website)
- Are you applying for a solo artist show, a group show, or a show you will curate?
- Title of proposed exhibition
- Approx. # of pieces and dimensions
- Full description of art work, including artist statement, concept for proposed exhibit, and what you are trying to achieve (500 words or less)
- Arts resume/CV (3 pages or less)
- Artist biography, including training and exhibit history (500 words or less)
- 10 digital (JPG) images of work samples with an accompanying numbered image list specifying title, media, dimensions, and year of work. Can send images on a USB stick, through Dropbox.com, or by email – website links to supplementary visual materials also welcome. Images submitted by email must be no larger than 1024 pixels at the longest dimension, and no more than 150dpi.

Applications may be submitted electronically to:

[info@axartscentre.ca](mailto:info@axartscentre.ca)      **Subject: AX Exhibit Proposal**

Or mailed/dropped off in person to:

AX – The Arts and Culture Centre of Sussex  
12 Maple Ave. Sussex, NB E4E 2N5

***Reminder: Before submitting, please read the attached Artist Agreement – if your application is successful, you must sign and mail your Artist Agreement to the above address, or scan a signed copy to the email above.***

# Exhibiting at AX ~ Artist Agreement

*(For your information – to be signed if chosen for an exhibition)*

## **Purchase**

**AX** is not a commercial gallery; however, artists are welcome to provide us with a price list to distribute to interested patrons. **AX** will arrange sales to patrons and retain a 30% commission on each piece sold. If the Artist has a registered HST number, it is the responsibility of the artist to submit their claim to the Canada Revenue Agency. **AX** will not charge HST on the 30% commission and all given prices for tag display should include the appropriate cost to be collected by **AX**. **Any delivery of sold pieces is the responsibility of the artist.**

## **Delivery, Setup and Pickup**

**AX** will label all pieces of artwork, with prices provided by the artist. Please send artwork titles, dimensions, medium and prices (if applicable) with accompanying photograph/visual reference to [info@axartscentre.ca](mailto:info@axartscentre.ca) at least **3 weeks prior** to the exhibit opening, for tag display.

Artists are responsible for delivering their work to the Centre, ready for hanging, with screw-eyes and wires (if applicable), *on the morning that the show is scheduled to be set up*, or at another mutually agreed upon time. **AX** will unpack and install the works – artists are encouraged to assist with this, if desired. Artists are responsible for packing and removing artwork within 48 hours at the end of the exhibition period, unless other arrangements are specifically made.

## **General Display Policies**

All works must be fully displayed before the exhibit opening and must remain on display during the entire time of the exhibition period, even if sold (some exceptions may apply). Exhibits typically run for 6-8 weeks.

## **Liability**

The Artist is responsible for obtaining insurance for the works while they are in transit to and from **AX**.

**AX** is responsible for obtaining insurance for the period during which the works are physically installed in the gallery until they are uninstalled. Coverage is for damage to the works caused by the perils insured by a standard property insurance policy, in an amount corresponding to the value supplied by the Artist.

## **Opening**

**AX** will cover the cost of a modest exhibit opening. Anything beyond that is the responsibility of the artist(s). Any purchase of liquor must go through the Centre's liquor licensing requirements. Any additional food purchased by the artist must meet public health and safety requirements for public consumption.

### **Right to Refuse**

**AX** reserves the right to refuse or remove from display any work it considers inconsistent with previously accepted or agreed-upon work. **AX** also reserves the right to remove any work that is considered inappropriate for the space.

### **Photographic and Promotional Rights**

**AX** reserves the right to photograph and/or have photographed any or all works of art for promotional or record-keeping purposes. **AX** has the right to publish the name, likeness and biography of the artist and to reproduce and distribute material incorporating photographs of the artist's works in order to promote the exhibition and sales.

*Please note – **AX** requests that artists avoid posting photos of their works on display until after the exhibit period has ended.*

### **Publicity**

**AX** will publicly announce and promote the exhibition on our website, social media, e-newsletter and through other available news media. **AX** will arrange design and printing of posters for each exhibition.

Artist(s) or curator please submit a biography and photograph of themselves, an exhibition title, a high quality image of work(s) that will be in the exhibition, a description of their exhibition, and an artist statement **at least six weeks** in advance to [info@axartscentre.ca](mailto:info@axartscentre.ca) so appropriate publicity can be arranged.

**I have read and agree to abide by the information found in this Artist Agreement.**

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Signature

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Date