

# holland area **arts** council

---

## Exhibition Policies

The Holland Area Arts Council strives to have exhibitions which reflect major trends in art, ideas, and world events and the cultural diversity of this region. We are also a community resource and wish to make it possible for area artists to take ownership of their exhibitions.

Exhibitions will generally be eight weeks in duration but exceptions may be made under certain circumstances.

Gallery space will be offered to artists who complete a proposal and pass the reviewing process. (An exhibitions committee made up of Arts Council staff, board members and community members will review the submissions on a quarterly basis).

There are currently three gallery spaces available to artists.

**Barbara Padnos Gallery:** approximately 1800 sq ft; Ceiling is 15' (exposed wood beams)

**Amanda Jane Armstrong Gallery:** approximately 500 sq ft; Ceiling is 15' (Exposed brick walls)

**Lievense Gallery:** approximately 700 sq ft; Ceiling is 15'

- A contract will be established between the Artist(s) and the Holland Area Arts Council at the time of acceptance of proposal.
- Artists whose submissions are chosen will meet with Arts Council staff to go over all responsibilities, plans and dates for exhibition.
- Artists will be responsible for planning, designing and hanging their exhibitions, (limited assistance from Arts Council staff will be available as well as full use of the gallery workshop, tools and resources).
- Artists will provide information (via e mail) on the exhibition including artist statements, titles, medium, values and dates of completion at no less than four weeks before the exhibition opening.
- The Arts Council staff will assist in promoting the exhibition but the displaying artist must take part in its design, production and distribution. Arts Council computers & printers may be put at your disposal if prior arrangements are made.
- The Arts Council will retain a commission of 40% on any work sold during the exhibition.
- The Arts Council will distribute a press release and information about the exhibit on our weekly e mail newsletter.
- The Artist will plan the opening reception with the assistance of Arts Council staff.

**\*Note:** Our gallery spaces are often used for other programs and events so it may be necessary to move exhibition works, (particularly 3 dimensional pieces) from time to time.

Holland Area Arts Council Exhibition Submission Form

Please complete this form and include as much information as possible about your exhibit.

Form, Artist CV and images may be dropped off at the Arts Council or forwarded to [mary@hollandarts.org](mailto:mary@hollandarts.org). Please include the words "exhibit proposal" in the subject line.

Artist(s) Name(s) \_\_\_\_\_

---

Primary Contact \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Information About Exhibition**

Gallery requested \_\_\_\_\_

Dates available \_\_\_\_\_

Images included: on CD \_\_\_\_\_ via Email \_\_\_\_\_ Portfolio \_\_\_\_\_

Primary Focus/description (please include any special requirements for installation) Feel free to attach pages.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Upon receipt of this proposal at our offices you will be notified and an appointment will be set for review.

***DATE PROPOSAL RECEIVED BY ARTS COUNCIL \_\_\_\_\_ INITIALED \_\_\_\_\_***