

LIBRARY ART EXHIBITS

Proposal Guidelines & Application

Submit proposals to Gregory Ravenwood, Canyon Gallery Coordinator, Boulder Public Library, 1001 Arapahoe Avenue, Boulder, CO 80302. The deadline for consideration is the first business day of June each year. Proposals received by that date will be considered for the gallery's schedule in the following calendar year. For more information, call 303-441-4397 or e-mail ravenwoodg@boulderlibrary.org.

CREATE AN EXHIBIT

The exhibits committee prefers to consider group shows for the Canyon Gallery. Occasionally a small exhibit or one-person show is selected for the Corridors adjoining the gallery. If you are an individual artist looking for other artists to exhibit with, please consider the Boulder Arts Resource (located at the main library: 303-441-4391 or www.artsresource.org) for inspiration. **NOTE:** Due to the volume of requests for space, annually recurring exhibits cannot be granted.

CONSIDER THE SPACES

The Canyon Gallery at the main library is 74 running feet. The north corridor is 12 running feet, the south corridor is 47 running feet and the north ramp is 40 running feet. The two alcoves on either side of the Auditorium are 13 running feet each. All of the windows in the gallery have hanging tracks at ceiling level. Four movable walls are available, each 4' x 2'.

The lighted display case on the bridge, which is enclosed and able to be locked, is 15' long, 22" deep and 51" tall. It has a variety of depths of glass shelving, and an electrical outlet within.

The main library has roughly four dozen pedestals of varying sizes (some with bonnets), a dozen or so black wooden easels (6', 2', and 1'), and a movable lighted display case.

The Meadows branch has a display case that is viewable from front and back; it is 5'10" long 29" deep and 65" tall. It has one glass shelf and an electrical outlet within.

SUBMIT THE FOLLOWING

1. A statement describing your proposed exhibit.
2. Ten images of each artist's work in some commonly used format (reduce number of images accordingly if there are more than 8 artists). Images must be clearly labeled with title of piece, artist's name, size and medium.
3. A completed application (next page).

INCIDENTALS

1. In a group show, one person should be designated as the organizer/curator of the show and act as a liaison between the library and the exhibiting artists. The library exhibit coordinator works with the organizer to oversee and design each exhibit to display the art to best advantage. The library has final approval on all materials and/or artwork displayed in the library buildings.
2. The library has no funds for exhibition fees. The artists are responsible for delivery and pick up of all the artwork for the exhibit and assume all costs and risks of shipping.
3. The exhibit must include a title tag for each piece, detailing the title, artist, media and date. Didactic panels which expand the viewer's art experience should also be considered. (i.e., how work is created, what the inspiration might have been, etc.)
4. Artists are to prepare a notebook for display in the gallery including price lists, contact information, résumés, details about the artist's creative process. Past catalogs, reviews, news articles and invitations are good things to include.
5. Artists are responsible for creating, printing and mailing their own invitations. 300 invitations are to be provided to the library. Additional advertising is provided by the library through a variety of other means, both printed and digital.
6. A two-hour reception is scheduled for each exhibit, usually within the first week of its mounting. Contributing artists are requested to make an appearance. The library provides tables for refreshments which the artists or sponsoring group wish to make available to guests.
7. The library is not a selling agent, nor does it take any commission. Any purchases of exhibited art work must be contracted directly between the artist and the potential buyer. Appropriate contact information should be made available to patrons.
8. Local participating artists must register with the Boulder Arts Resource. Call 303-441-4391 or find the application form at www.artsresource.org
9. The library reserves the right at any time to use images from any Canyon Gallery show to publicize and promote the concept of free cultural events at the library and its branches, and/or free cultural events sponsored by the City of Boulder.
10. If the proposal is accepted, the library will provide an artist/gallery contract which will need to be signed and notarized and returned to the library.

Title/Theme _____

Artist(s)

Name _____	Phone _____	Mailing Address _____
Name _____	Phone _____	Mailing Address _____
Name _____	Phone _____	Mailing Address _____
Name _____	Phone _____	Mailing Address _____
Name _____	Phone _____	Mailing Address _____
Name _____	Phone _____	Mailing Address _____

If additional lines are needed, please add on additional page and check here to indicate more []

Solo/Duo/Group (Check one only.)

- | | |
|--|--|
| <input type="checkbox"/> Individual proposal for solo show only | <input type="checkbox"/> Individual proposal, but may be combined into group exhibit |
| <input type="checkbox"/> Group proposal (open to adding artists) | <input type="checkbox"/> Group proposal (proposed configuration of artists only) |

Group Show Curator/Organizer Name and contact info _____

Content (Please give details if title or theme does not make clear.) _____

Media (Describe the various types involved.) _____

Library Exhibit Spaces If you are interested in showing in a particular space, please put a check mark in the box. If you would not be willing to show in a particular space, please put an X in the circle. More details about these library exhibit spaces can be found at www.boulderlibrary.org.

- | | |
|--|--|
| <input type="checkbox"/> Canyon Gallery, Canyon Ramp & Corridors | <input type="checkbox"/> If other, give details: _____ |
| <input type="checkbox"/> Canyon Gallery | _____ |
| <input type="checkbox"/> Canyon Ramp & Corridors | _____ |
| <input type="checkbox"/> Bridge Display Case | _____ |
| <input type="checkbox"/> Meadows Branch Library Display Case | _____ |

Time Frame Does the show's theme or content warrant considering it for a specific time of year? How much time do you need to plan and/or complete artwork. Give details. _____

Program Proposals The library requests exhibitors to host at least one program which relates to the exhibit, such as artist tours, lectures, workshops, poetry readings, storytelling). Please provide brief details. _____

Previous/Future Exhibits Unless for a retrospective show, the artwork should not be more than three years old. The library is reluctant to show the same or similar work that has been shown at any major Boulder County venue such as BMoCA, the Dairy, or the Firehouse in Longmont. If this proposal involves six or fewer artists, have the artists shown work in the last year in one of these venues (including the library)? Have the artists scheduled shows in these venues in the next year? If so, give details as to why this artist/artwork warrants another showing at the library.

Image Submission Do images submitted show the actual work for the proposed exhibit or are they only representational of the artist's typical artwork? Give details. _____
