

PROCEDURE FOR APPLYING FOR A POSSIBLE EXHIBITION AT ART.B – THE ARTS ASSOCIATION OF BELLVILLE

Dear Artist

Thank you for expressing interest in exhibiting at Art.b Gallery. In order to facilitate this process, this is the procedure.

- 1 Art.b Gallery has a selection committee who meet once a month (usually the second Thursday of the month) to review works submitted for possible exhibitions here.
- 2 You may be required to submit 3 to 6 original works (depending on format) for a final review. This must be your most RECENT work or PREFERABLY the work that you plan to exhibit at Art.b Gallery.
- 3 **Submit 10 to 12 Jpeg file images of the relevant works per e-mail.** Each file name must consist of the following details: The title of the work, mediums, dimensions/size and the intended selling price (**wall price**). **Keep in mind that Artb Gallery takes one-third commission on all sales.**
- 4 Your submission must also include your updated CV with contact details (cellular number(s) & email address, as well as a short proposal concerning your proposed exhibition, i.e. a motivation for your exhibition focusing on theme (title), intention and aim. The proposal must not exceed 200 words.
- 5 Depending on when you submit your work, you can expect a reply immediately after the next scheduled selection meeting.
- 6 The selection committee's decision as to exhibitions is based on their majority vote.
- 7 No formal reasons will be given for their acceptance or rejection of your proposal for an exhibition at Art.b Gallery.
- 8 The decision of the selection committee will be final.
- 9 No discussion or correspondence will be entered into.
- 10 You should be aware that if your work is accepted you may have to wait for an extended period for a show at Art.b Gallery.
- 11 The Artb space allows for more than one solo exhibition at a time, grouping a specific artists' works together. The large floor space is also ideal for 3 dimensional displays.
- 12 Should your work be accepted for exhibition, you will need to sign a contract with The Arts Association of Bellville concerning your show.
- 13 There is a fee of **R2900 per week expense for a minimum of two weeks period.** If the exhibition period is 3 weeks or more, Artb will sponsor the catering (food, juice and cutlery) at the opening event. Wine/liquor catering remains the responsibility of the artist(s) involved.

We look forward to receiving your submission and wish you the best of luck with your art career.

Yours sincerely
Art.b – The Arts Association of Bellville

Branch of The South African National Association For The Visual Arts

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