



Artist Application

Community Arts Council of Greater Victoria Arts Centre at Cedar Hill
3220 Cedar Hill Road, Victoria, BC V8P 3Y3Ph: (250) 475-7123
Email: submissions@cacgv.ca Website: www.cacgv.ca

Date: _____

Name: _____

Address: _____

Postal Code: _____ Email: _____

Phone: (Day) _____ (Evening) _____ (Cellular) _____

Website: _____

Current Member:

Please specify which gallery space(s) you are interested in showing your work at:

- CACGV Gallery at The Arts Centre at Cedar Hill
Rental Fee: \$200/week for artists and artist groups
\$175/week for CACGV members
\$25 discount for artists who participate in Artist Speaker Series
- Gallery Café at The Arts Centre at Cedar Hill
Rental Fee: \$50/week (with priority given to emerging artists and community groups)
- Display Cases at The Arts Centre at Cedar Hill
Rental Fee: \$25/week
- Artist's Corner at The Greater Victoria Public Library – Central Branch (Free)
- Victoria International Airport Gallery (Free)
- Satellite Galleries (Varied fees apply)
- Phantom Galleries (Varied fees apply)

Your current availability for showing: _____

Medium _____

Title of Show _____

Opening Reception (if applicable): Day of week: _____

Time: _____

Equipment Required:

Plinths: Yes _____ No _____ Number _____ Clear _____ Plastic _____

8' Tables: Yes _____ No _____ Number _____

Ladder: Yes _____ No _____

Dolly: Yes _____ No _____

Chairs: Yes _____ No _____ Number _____

Submission:

Artists or groups interested in showing their work at one of the CACGV gallery spaces must submit:

- a completed application form, available online or in our office
- an artist's statement and proposal
- current resume, 1 - 2 pages maximum
- jpegs, photos, CD, slides, video, or written material showing current work
- corresponding list with sizes, titles and medium

Please mark everything with your name, telephone number and date of submission.

Emerging artists are encouraged to apply. Members or community groups may apply to the board of directors for the waiver of gallery fees. Maximum of 2 weeks per show.

Set-up:

Installation, openings, sales and removal are all carried out by the artist(s). The artist(s) is responsible for delivery and pickup of all material. Installation tools and materials are to be provided by the exhibiting member. Exhibits will be installed on the Sunday evening after 3 pm., and must be removed Sunday by 3 pm unless otherwise stated.

Opening Receptions (optional) are usually held on Thursday or Friday evenings from 7-9 pm. Food and beverages are the responsibility of the artist and must be negotiated with The Arts Centre at Cedar Hill. Exhibitors can sit their shows during the hours they wish.

Take-Down:

- remove all work, and clean floor and wall surfaces.

Promotion and Media Announcements:

In order to have your show information given to media publicity, please email us: your show title, Opening Reception date and time, plus a high resolution jpeg of your work or poster. **We need this information at least 1 month in advance.** CAC logo must be on all promotional material.

Agreement and Waiver:

I have read & agree to the terms in the Application Package and User Guidelines. I also agree not to hold the Community Arts Council, together with all the members, staff and volunteer workers, legally liable for any damages, loss or injury to person or property sustained by reason of an accident or incident occurring in or about the Community Arts Council of Greater Victoria. All and any insurance coverage on the submitted works is solely the responsibility of the artist.

Artist Signature _____ Date _____

Curator's Signature _____ Date _____

**We will contact you as soon as possible.
Thank you for your submission.**

*** Please note that the Gallery fee must be fully paid by the exhibition date ***