



EXHIBITION TERMS & CONDITIONS

- ELIGIBILITY:** Pembina Hills Arts Council provides gallery space for exhibitions by **Pembina Hills Arts Council Artist members** and other artists interested in exhibiting in southern Manitoba.
- SCHEDULE:** Exhibitions are scheduled year round and should be available for a minimum of four weeks; flexibility and availability for a period of up to two months is preferred.
- DEADLINE:** The acceptance of applications is ongoing, however space is often scheduled a year in advance.
- PROCESS:** The Pembina Hills Art Gallery reviews all applications and determines an exhibition schedule that reflects a diversity of artwork and community members. Applicants will be notified of the schedule a minimum of 3 months before their exhibit.
- HANGING:** Artists are responsible for ensuring that their work is show-ready (framed, wired and compatible with our wire and track hanging system). Work that is not show-ready on install date will not be hung. Artists must hang and strike their own exhibition during gallery hours on a date and time prearranged with staff. Artists are responsible for damage caused by poor installation.
- HOURS:** Regular gallery hours are **Tuesday – Friday 12-5 pm**, and **Saturdays from 10am-4 pm**.
- ARTIST TALK:** As part of new gallery programming, exhibiting artists are encouraged to speak briefly about their work and process during a 10-15 minute presentation to take place either prior or during the reception. This is a great opportunity to share ideas, personal history and process with visitors to the reception.
- Receptions will be supplied at the Pembina Hills Arts Council’s discretion. Not every show will be eligible for a funded reception.
- MARKETING:** Pembina Hills Arts Council will include the exhibition information on our website, E-bulletins and ‘blasts’, on our Facebook page, as well as on posters at select locations. Artists are responsible for any additional marketing efforts and costs. Printed materials must include the Pembina Hills Arts Council logo and be preapproved by staff.
- FEES:** There is no fee to exhibit. **Pembina Hills Arts Council receives 30% on any sale of work** that is generated during the duration of the exhibition. Purchases will pay Pembina Hills Arts Council, who will in turn pay the artist at the end of the exhibition, less 30%. All artwork must remain on display until the end of the exhibition schedule.
- SPACE:** Please note that the gallery is a shared space. Pembina Hills Arts Council offers a variety of workshops for youth and adults, along with children’s programming. While the programs are facilitated by professionals, exhibiting at the Pembina Hills Arts Council Gallery does not offer exclusivity over the space.
- LIABILITY:** Pembina Hills Arts Council has the right to refuse any piece. While all due care will be taken with artwork, **Pembina Hills Arts Council does not assume liability for theft, loss, or damage of artwork, however caused.**



APPLICATION TO EXHIBIT

Please complete the following information:

Applications for group exhibitions of 2 or more artists are welcome. Please contact Pembina Hills Arts Council prior to submission to clarify the information required.

Name:	
Medium:	
Address:	
City:	Postal Code:
Phone:	
Email:	
Website:	
Preferred Method of Contact (please check one): <input type="checkbox"/> Email <input type="checkbox"/> Telephone <input type="checkbox"/> Mail	

I agree to the Pembina Hills Arts Council's exhibition terms and conditions as outlined on previous page.

Signature	Date
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Submit this page along with:

1. An Artist's Statement
2. 5-10 good quality images of work representative of the work you plan to exhibit. Images must be sized to a maximum of 1024 x 768 pixels and 300 dpi and saved to CD or USB key, or include a link to your flickr page or website.
3. A detailed description of each image including date, medium, and dimensions.

Incomplete applications will not be considered. Please don't hesitate to contact us with any questions.

Please email or drop off your completed application to:

Pembina Hills Arts Council
 352 Stephen St.
 Morden, MB R6M 1T5
info@pembinahillsarts.com