



## Exhibition Application

Chico has been named one of the nation's best art communities in the Sunset publication *100 Best Small Art Towns in America*, by author John Villani. Since its inception in 1956, the Chico Art Center's mission has been to foster and promote the arts. We strive to help our community appreciate the importance of the visual arts in our society. Through exhibitions in the gallery, the diversity of talent that surrounds us is highlighted and recognized.

### Art Center Responsibilities

The Chico Art Center (CAC) works in partnership with artists to put on quality, professional gallery shows. An agreement is executed and an exhibition time scheduled. CAC will be responsible for installing and promoting the show and hosting a reception for the artists. CAC will also facilitate sales of work shown in the gallery.

Most exhibits are two, or more, person shows and the CAC will match artists it believes will create an interesting, thought provoking exhibition. We recommend that artists plan on delivering approximately 20 works for a show. Not all works will necessarily be displayed. The CAC reserves the right to put together an exhibit that will show the artist's work in the best possible way. CAC will have sole discretion in selecting the works to install, as well as the gallery layout of all works within a show...

CAC has a mailing list of over 500 names of members, interested parties and community VIP's. CAC will design and print 1000 postcards for each show for mailings, participating artists use and distribution through the community. In addition CAC has an email list of over 1000 who are electronically notified of the show events. Artists may have CAC send these announcements to their own mailing list if they provide printed mailing labels to CAC so as to be mailed in our bulk mail delivery, otherwise the artists is responsible for the postage. If given advance notice, additional postcards can be printed at the artist's expense.

The CAC is a 501(c)(3) non-profit community based organization. All sales from the gallery go directly to the artist. To help defray the cost of operating and promoting the gallery, we ask that artists donate to the CAC, a 30% of any sales made during their exhibit.

### Artist Responsibilities

Artists are responsible for creating and delivering the work to the gallery at the agreed upon time. Artists will also be responsible for any and all expenses for the return of all artworks exhibited at CAC back to the artist or owners of lent work.

All works should be ready to hang or display and all work should be completely dry.

Images of work need to be submitted with the application. Images should accurately represent works being submitted for exhibition at Chico Art Center.

**Please send images by email or CD/DVD in jpg format, 1 MB max/image (First Choice), or send photographs by mail, size 5" x 7" up to 8.5" x 11" (Second Choice), NO video or 3 ring binders.**

Artists will cooperate in publicizing the exhibition by providing images for use on the postcard and by providing biographical information, in a timely fashion (usually within three months before the show).

Artists are responsible for insuring their artworks while at CAC should they desire insurance. The CAC does not insure work exhibited in the gallery, however, we do have a modern alarm system, and a docent is always on duty during normal gallery hours. The artists accept responsibility for all work delivered to the Chico Art Center.

Artists are expected to attend the opening reception for their show. A request for a waiver from this must be requested at the time of the application. Most people who attend the reception enjoy meeting the artists.

All 2D works must be properly framed, using screw eyes or "D" ring hangers with wire as appropriate. Sawtooth hangers are NOT acceptable.

## **Exhibition Application**

Please complete the application and return along with images to, by email to:

[kkettell@chicoartcenter.com](mailto:kkettell@chicoartcenter.com) with "Exhibition Application" in the subject line.

Or mail to: **Gallery Director/Chico Art Center** (530) 895-8726  
450 Orange Street, Suite 6  
Chico, CA 95928

**Note:** *The CAC Gallery screens applications for exhibition once a year. The gallery director will collect applications through October 31, 2016, to be considered for the 2017 exhibition calendar. Applications received after that date will be retained for consideration in the 2018 Gallery Schedule.*

*Accepted artists will be notified by January 16, 2017.*

**Incomplete applications will be disqualified and will not be submitted for consideration.** Any application materials that arrive without adequate return postage and packaging will not be returned at CAC's expense. CAC will not retain artist's materials that do not include return postage for more than 90 days after reviewing applications. (Keep this information for future reference.)

## **ARTIST APPLICATION FOR EXHIBITION**

Return to:

**Gallery Director c/o Chico Art Center  
450 Orange Street, Suite 6  
Chico, CA 95928**

For information call 530-891-5945 or visit our website at [www.chicoartcenter.com](http://www.chicoartcenter.com)

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Website** \_\_\_\_\_

Are you represented by a gallery? \* \_\_\_\_\_

\* Chico Art Center will not split commission with another gallery or representing party as condition for exhibit.

Will you be available to attend the reception if given an exhibition? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_ Radio \_\_\_\_\_ Newspaper \_\_\_\_\_ CAC Website \_\_\_\_\_ Other

Brief description of work (e.g., bronze sculpture, oils, acrylic, mixed-media, digital photography, etc.)

---

**List of Works Submitted – (Images must be included with this application)**

Include ten numbered images (by email, photographs (Digital prints up 8.5" x 11"), or CD, are acceptable).  
Numbers on list below should correspond to number on images. Include number, Title of Work, Size, Medium and price.  
**Photographs should be labeled and marked with an indicator for the top, digital files to be properly orientated.**  
Include an adequate sized self addressed stamped return envelope if you want materials returned to you after the review.

	<b>Title</b>	<b>Size</b>	<b>Medium</b>	<b>Price</b>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____