



**2021 TOE RIVER ARTS EXHIBIT PROPOSAL
DEADLINE TO SUBMIT: MONDAY JUNE 6, 2020, 5:00PM**

Toe River Arts has a large exhibit space in the Spruce Pine Facility, 269 Oak Avenue. Throughout the year we offer five annual exhibits; two Studio Tour Preview exhibits, the Annual Blacksmith exhibit, the Student Showcase and our Annual Juried exhibit. This leaves openings for 2 proposed 4-6 weeks exhibits. There are no longer revolving exhibits in the Burnsville gallery. It is to be a permanent 2D gallery. Please visit the Spruce Pine gallery to familiarize yourself with the space before submitting your proposal.

We feature both local and nationally recognized artists in our exhibit space. Shows generally run 4-6 weeks. Toe River Arts exhibits can feature one or more artists, or an arts organization. Cooperative exhibits that also include 2D and 3D work are encouraged. Toe River Arts reserves the right to arrange such where deemed appropriate and with mutual approval by both artists.

- If submitting a proposal with more than one artist (a collaborative exhibit), all participating artist information must be included in the proposal, along with pertinent data asked for in the application and high resolution (no less than 300 dpi) digital images of their work.
- If you are an organization submitting, we require high resolution digital images and pertinent information about your organization and all participating artists that reflect the intention of the exhibit.

The sample contract will tell you what responsibilities are expected from both Toe River Arts and the artist. We hope this information helps you in your decision to apply.

Applications must include:

1. Application Form
2. Resume(s)
3. Artist Statement(s)
4. Other supportive materials (articles, recommendations, etc.)
5. Images that are representative of the work you intend to exhibit (only high resolution in jpg format will be accepted)

Incomplete applications will not be considered.

Applications and images can be sent digitally to kathryn@toeriverarts.org.

Decisions on proposals are made by a panel of artists, Toe River Arts staff, and knowledgeable and interested members. Panel changes from year to year. Toe River Arts maintains the right of refusal of any or all proposals. Toe River Arts may make suggestions to help make your exhibit fit Toe River Arts exhibit standards.



**APPLICATION FOR THE TOE RIVER ARTS 2021 EXHIBIT SEASON
269 OAK AVE., SPRUCE PINE**

Name(s) _____

Organization _____

Representative _____

Address _____

Telephone _____ Email _____

Website _____

Exhibit Title _____

Narrative Description of your exhibit concept, including estimated number of pieces (Attach separate sheet if needed)

Check Time Preference:

- June/July
- August/Sept
- No Preference

Please list title, media and retail value for all images submitted for review (For more than one artist or additional images, please use additional sheet):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

If submitting a proposal for an organization, please list all participating artists and a minimum of one image from each artist or a group image. Use additional Sheet

Organization proposals should include images of group exhibits and/or brochures and information about the organization.

Submit your proposal digitally to kathryn@toeriverarts.org. **Deadline to receive proposals is MONDAY JUNE 6, 5:00 PM. Late and/or incomplete applications will not be considered.**

SAMPLE EXHIBIT CONTRACT

**TOE RIVER ARTS Spruce Pine Gallery
EXHIBIT AGREEMENT**

This contract entered into outlines the terms of agreement by and between the **Toe River Arts** and

Name of Artist, Group or Organization

Agreed Dates of Exhibit:

Exhibit Title:

Exhibit Set-up Date:

Exhibit Take-Down Date:

Reception Date and Time: (Fridays Only)

TOE RIVER ARTS WILL:

1. Provide a staff person to assist in coordinating the exhibit details
2. Assure exhibit space will be clean and ready for installing the exhibit
3. Provide pedestals (as are available) for use during the exhibit
4. Maintain gallery hours of operation [10:30am to 5pm, Tues-Sat) for the duration of the exhibit
5. Provide labels for each piece of work submitted for the exhibit
6. Maintain a computerized inventory list of work submitted and sold
7. Charge 40% commission on sales from the exhibit
8. Collect sales tax and be responsible to pay the state when due
9. Issue payment for all sold items by the 15th of the month the month after the exhibit closing date
10. Publicize the exhibit via Toe River Arts email announcements, local news releases, and local radio
11. Supply paper goods and non-alcoholic beverages for the reception (napkins, cups, plates, etc.) (if applicable)
12. Supply membership address labels (approx. 500) upon request (if applicable)
13. Contribute \$25 toward exhibit postcard mailing (if applicable)
14. Make available our bulk mail permit (approximate cost of permit mailing is 19¢ per card) (if applicable)

ARTIST AGREES TO:

1. Provide Toe River Arts with a complete inventory of all artwork brought into the gallery including title, media, size and retail price for each piece, regardless if it is NFS (insurance purposes) at least two (2) weeks prior to installation
2. Transport and install the exhibit at the Toe River Arts Gallery on agreed date (staff will be available for consultation as needed)
3. Provide digital images and relevant exhibit information (i.e., bio, resume, articles, artist statement, etc.) to Toe River Arts four (4) months prior to opening date to be used for promoting the exhibit
4. Take down exhibit within two (2) days of the closing date unless otherwise agreed upon. Artist(s) are responsible to do a "Closing Inventory" and have it signed by the gallery personnel
5. Absorb the cost of professional lettering for gallery walls. (Toe River Arts staff can assist with the design, ordering, and installation. Cost is approximately \$30.) (if applicable)
6. Absorb the cost of printing a professional postcard for mailing (Toe River Arts staff can assist with the design and ordering of postcards.) (if applicable)
7. Prepare the bulk mailing of postcards and absorb the cost of the mailing minus \$25. This consists of affixing labels and arranging by zip codes. (Toe River Arts staff will complete documentation and deliver to post office.) (if applicable)
8. Provide all reception food and beverages, not supplied by Toe River Arts (as listed above) (if applicable)

Toe River Arts has an open policy about photographing exhibits. Toe River Arts gallery staff has the option of rearranging displays if needed

Artist's Signature _____ *Date* _____

Artist mailing address

Phone

(H) _____ : (C) _____ Email: _____

Toe River Arts Exhibit

Manager _____ *Date* _____