



## Tippecanoe Arts Federation (TAF) Gallery Application Guidelines • Exhibitions in 2011 •

The TAF Gallery Committee is now accepting applications for visual art exhibitions in the Wells Community Cultural Center for 2011.

**Deadline for receipt of applications to the TAF office is Friday, February 12, 2010, 5:00pm**

TAF owns and is housed within the Wells Building located at 638 North Street in downtown Lafayette, Indiana. The Wells Building is a multi-use cultural facility providing area artists and arts organizations with exhibition, performance, rehearsal, meeting, and storage space. For this reason, the galleries cannot serve exclusively for visual arts exhibition. The purpose of the TAF Galleries is to provide opportunities for artists from Tippecanoe and surrounding counties to display their original artwork.

### Three spaces are available for visual arts exhibitions:

<b>East Gallery</b>	1,125 sq. ft. (99.25 total lineal ft.)
<b>West Gallery</b>	667 sq. ft. (59.92 total lineal ft)
<b>Northwest Gallery</b>	446 sq. ft. (39 total lineal ft)

### Eligibility

All artists, art groups, arts organizations, and schools from the following list of counties are eligible to apply for use of the gallery space. (See judging criteria for additional details on the selection process.) Artists must be 18 years of age or older to apply.

- Benton
- Carroll
- Cass
- Clinton
- Fountain
- Howard
- Jasper
- Montgomery
- Newton
- Pulaski
- Tippecanoe
- Tipton
- Warren
- White

### Eligibility - Artwork

- All subject matter should be appropriate for a public, multi-use venue.
- All artwork is to be original in content and/or presentation.
- Artwork is to be framed, mounted and displayed in a professional manner (exception: annual youth art exhibition).
- Gallery spaces are open for 2-dimensional and 3-dimensional artwork. Size is limited by entrance doors (4'11" wide x 6'10" high-North Street entrance) and wall space (7' high). In the East Gallery, 3-D pieces may only be displayed along the room's perimeter to accommodate special events. Nails or screws cannot be used in a 7-foot section of the South wall in the Northwest Gallery. Other hanging methods are available.
- In an effort to bring new artwork into the galleries, artwork must not have been shown in any of TAF's galleries in the 12 months prior to a show, including individual, group, or arts organization exhibitions. If previously shown work is submitted for exhibition, it will not be accepted for display and removed immediately.
- Preference for exhibition space is given to TAF member organizations as specified in the Page 2 Judging Criteria detail.
- TAF is an equal opportunity organization. Selection of exhibit applications will be made without consideration of race, color, sex, age, marital status, national origin, ancestry, disability, religious beliefs, or sexual orientation.

**2011 Exhibition Dates:**      Jan 7-Feb 13                      May 13-June 17                      June 24-July 29  
   Aug 5-Sept 9                      Sept 16-Oct 23                      Oct 28-Dec 4  
*Exhibits in all gallery spaces usually open simultaneously on the first Friday of each exhibition with an evening reception.*

### **Entry Procedures**

**Application Deadline:** All application materials to be received at TAF office by Friday, February 12, 2010 by 5:00pm. Send application and materials to:

*TAF Gallery Committee  
638 North Street  
Lafayette, IN 47901-1153*

Artists will be notified of exhibit acceptance or non-acceptance in March, 2010.

### **The TAF Gallery Committee and TAF Gallery Selection Committee**

The TAF Gallery Committee works with the TAF staff in establishing policy for visual artwork displayed in the TAF Galleries.

The TAF Gallery Selection Committee will judge all applications and select exhibitions for the 2011 calendar year. The TAF Gallery Selection Committee is comprised of the Gallery Committee members and up to 5 persons chosen for their knowledge of the arts and representing: local business, Purdue University, community residents, residents living outside of Tippecanoe County, and a local high school.

### **Judging Criteria**

- **Originality of Artwork:** All work is original in concept and /or presentation.
- **Professionalism of Proposal:** All requested materials and documents are complete and address the questions appropriately
- **Artistic Impression:** Strength of the artworks is shown based on technique, concept of work, execution, and application of artistic abilities
- **Appropriateness:** The exhibition is suitable for a multi-use space and a broad community audience.

#### **NOTES:**

- An applicant can score a maximum of 16 and a minimum of 4 per juror.
- Scores are added from all jurors to determine the final score.
- Each application is juried individually and not as a comparison of the other applications.
- During the judging process, in the event two or more applications are ranked similarly, then selection will be based on the following order:

*TAF Member Organization(s)*

*Artist applying for one show (rather than an artist applying for a 2<sup>nd</sup> or 3<sup>rd</sup> show in the same year)*

*New Artist(s)*

*Diversity of work*

*Compliance with TAF procedures*

### **Liability**

Although the greatest of care and respect will be given to all works exhibited in the Wells Galleries, TAF is NOT responsible for any loss or damage to the application materials or to the accepted works submitted. Exhibitors are responsible for all insurance / liability for artwork exhibited.

## Gallery Fee

Accepted exhibitors will pay the following gallery fee per exhibition:

<b>East Gallery</b>	<b>\$75 , summer months pay \$65</b>
<b>West Gallery</b>	<b>\$65 , summer months pay \$55</b>
<b>Northwest Gallery</b>	<b>\$60 , summer months pay \$50</b>

## Sales

All sales transactions must be handled by a TAF staff member and made payable to TAF. All sales from the exhibition will be subject to a 20% commission to be retained by TAF. Sales tax will be charged to the buyer upon purchase. All artwork should remain in the exhibition until the closing date. Artwork is considered sold when TAF receives 100% of the payment. Refunds will not be given to purchaser.

If artwork is sold during an arts organization or group exhibition, a check will be made out to and sent directly to the arts organization or primary contact. It is the organization's responsibility to distribute monies to respective individual artists as appropriate.

## Responsibilities of Exhibitors

**Are posted on TAF website at [www.tippecanoearts.org](http://www.tippecanoearts.org). For a hardcopy, contact the office.**

If you have any questions, please contact the TAF office by phone at 765/423-ARTS (2787), 1-800-721-2787 or by e-mail at [rsd@tippecanoearts.org](mailto:rsd@tippecanoearts.org)

Thank you!