

2020 GALLERY SEASON CALL FOR EXHIBITIONS

TIMELINE

October 4 – December 21, 2018	Applications Accepted
December 21, 2018	Submission Deadline (4:00 p.m. EST)
January 14 – 25, 2019	Final Round Artist Interviews
February 1, 2019	Artist Notification
March 31, 2019	Deadline for Artists to Submit Contracts

ELIGIBILITY

All artists, art groups, arts organizations, and schools living in or from the following list of counties are eligible to apply for use of the gallery space. Artists must be 18 years of age or older to apply.

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

TAF is an equal opportunity organization. Selection of exhibit applications will be made with without consideration of race, color, sex, age, marital status, national origin, ancestry, disability, religious beliefs, gender identity, or sexual orientation.

ABOUT THE WELLS COMMUNITY CULTURAL CENTER & GALLERIES

The Historic Wells Community Cultural Center is owned and operated by the Tippecanoe Arts Federation. Located at the heart of the Lafayette-West Lafayette Community at 638 North Street, the building serves as an anchor facility for the state-designated Tippecanoe Arts & Cultural District.

A gift from Dr. Albert Wells to the City of Lafayette in 1926, this building served for many years as the main branch of the Tippecanoe County Public Library. Presently featuring three galleries, the Wells Community Cultural Center is now a hub of art resources and opportunities for the Greater Lafayette Community. In addition to exhibition space, the Wells Building serves as multi-use cultural facility providing area artists and arts organizations with performance, rehearsal, meeting, and storage space.

The purpose of the TAF Galleries is to provide opportunities for artists from north central Indiana to display their original artwork. Art for the galleries is selected through a juried process.

Three spaces are available for exhibitions. Please note choice of galleries is awarded according to each applicant's score.

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

APPLICATION FEE

While there is no application fee for TAF members, non-members may still apply to the Tippecanoe Arts Federation for a fee of \$30.

GALLERY FEE

The gallery fee covers the cost of gallery changeovers: plaster repair, painting, lighting, facilities personnel costs, etc. **Gallery fees must be paid before March 31, 2019.** Accepted exhibitors will pay the following gallery fee per exhibition:

East Gallery	\$75
West Gallery	\$65
Northwest Gallery	\$50

PRELIMINARY 2020 EXHIBITION SCHEDULE

January 10 – 31	July 10 – 31*
February 7 – 28	August 7 – September 4
March 6 – 27	September 14 – October 9*
April 3 – 24	October 16 – November 20
May 4 – 29*	December 4 – 18
June 5 – 26	

*Gallery Walk Month

APPLICATION GUIDELINES

1. As the steward of a shared community space and host of educational programs, the Tippecanoe Arts Federation is committed to the showing of art that:
 - a. Keeps within our mission to *grow the arts*;
 - b. Is suitable for all ages;
 - c. Is not disruptive to our educational environment;
 - d. Is consistent with our image in the community;
 - e. Was created by the artist submitting the application; and
 - f. Is original in content and/or expression.
2. In an effort to bring new artwork into the galleries, artwork must not have been previously shown at the Wells Community Cultural Center. Artists who have shown here in the last 2 years must submit a portfolio containing at least 80% new work at the time of application.
3. ***We do not give space on a purely speculative basis.*** A minimum of 50% of the art installed in your exhibition must be the same art that was submitted your proposal, with reasonable substitutions for new work in the same vein, and for sales. Artists who were not a part of the original application may not be included in a show. Types of media that were not represented in the original application may not be included in a show unless reviewed and approved by the Tippecanoe Arts Federation.
4. If selected, applicants must be available for an interview between January 14 and 25, 2019.

EXHIBITION GUIDELINES

Installation

- The Wells Community Cultural Center can accommodate 2-dimensional and 3-dimensional work, including interactive installations.
- Artwork must be displayed in a professional manner, e.g. framed. *Artists may borrow TAF's pedestals and should consult the galleries inventory for planning purposes.*
- Artwork affixed to the wall must be properly prepared for installation with hanging wire and weigh no more than 60 pounds. *Due to the gallery hanging system, no sawtooth hangers may be used.*
- Artwork size may be limited by the building's doors, which are 4'11" wide x 6'10" high.
- The artist is responsible for the installation and removal the exhibit including providing display hardware.
- All work must remain on display during the published exhibition dates. No art may be removed from display until the exhibition.
- The artist or group show representative must attend an Exhibitor's Meeting to organize and prepare for the installation, publicity efforts, and reception.
- The artist must supply an inventory or price list, labels, and an artist statement before the opening of the exhibition.

Sales

- All sales transactions must be handled by a TAF staff member and made payable to TAF. All sales from the exhibition are subject to a 30% commission to be retained by TAF. Artwork is considered sold when TAF receives 100% of the payment.
- Sales tax will be charged to the buyer upon purchase. All artwork should remain in the exhibition until the closing date.
- 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.

Receptions

- Artists are responsible for all cost associated with the opening reception, i.e., food, paper products, live music, etc.

Publicity & Marketing

The Tippecanoe Arts Federation publicizes exhibitions to the general public by coordinating:

- Television, radio, and print advertising;
- Exhibition postcard mailings;
- Social media campaigns; and
- Email announcements

Artist-generated publicity is an excellent addition to TAF's efforts!

We encourage you to personally send materials as early as possible to anyone you wish. If you create your own materials, we request that you send us an advance copy so we can double-check for errors in dates, times, etc. This is for your protection as well as for our awareness of what has our name or logo attached to it. Materials that contain errors—show cards, flyers, etc.— will not be allowed in the galleries.

Artist Services

As a professional service to any juried artist whose studio is located within the Tippecanoe Arts Federation's 14-county service area, a studio visit and consultation with TAF staff may be scheduled at no cost. Artists can also request help with technical skills, advice on new professional contacts, vendors, clients, markets, etc.

Liability

Although the greatest of care and respect will be given to all works exhibited in the galleries, the Tippecanoe Arts Federation is NOT responsible for any loss or damage. Exhibitors are responsible for all insurance / liability for artwork exhibited.

TO APPLY

Artists or groups wishing to apply should first submit an [Artist Information Form](#) and upload the following materials to the [Gallery Submissions page](#) **no later 4:00 p.m. on Tuesday, December 21, 2018:**

1. Statement of Intent

In at least 500 words, please describe your proposed exhibition and any relevant details about your previous work. Please title as "YOUR NAME_Statement" upload this document as a PDF.

2. Artist Resume

Please title as "YOUR NAME_Resume" and upload as a PDF.

3. Work Samples & Image Information

Submit 8–10 digital images representative of the quality of work that will be displayed in your proposed exhibition. Images should be titled with "YOUR NAME_Image #" must be at least 72 dpi and should be uploaded to the Gallery Submissions page, <https://www.dropbox.com/request/XaMUeo652qtvVj3QL6Dw>.

Accompanying your image files should be a document outlining the filename, title, media, and year created for each image of your artwork. Please title as "YOUR NAME_Image Information" and upload as a PDF.

No physical media will be accepted. Please upload the above materials to <https://www.dropbox.com/request/XaMUeo652qtvVj3QL6Dw>.

PROPOSAL REVIEW CRITERIA

To ensure high quality and variety in exhibitions, the Tippecanoe Arts Federation will evaluate your proposal based on the following criteria:

1. **Professionalism:** All requested materials and documents are complete and thoroughly address the application questions. All portfolio examples are high quality.

2. **Artistic Excellence:** Strength of the artworks is shown based on technique, concept of work, execution, and application of artistic abilities.
3. **Artistic Merit:** All work is original in concept and /or presentation.
4. **Appropriateness:** The exhibition is suitable for a multi-use space and a broad community audience.
5. **Alignment with TAF's Mission:** Because the Tippecanoe Arts Federation strives to serve artists of all skills and abilities, special considerations may be taken to increase the diversity in the artwork shown at TAF. For example, an exhibition may be given to emerging artists as a means to help teach and develop their career.

Please note that priority may be given to TAF members. The Tippecanoe Arts Federation reserves the right to revise the gallery policies at any time and in accordance with the needs of the organization.