



# 2021 GALLERY SEASON CALL FOR EXHIBITIONS

## TIMELINE

October 7, 2019 – January 10, 2020	Applications Accepted
October 16 & 22, 2019	Gallery Application Workshops
January 10, 2020	Submission Deadline (5:00 p.m. EST)
Mid-February 2020	Artist Notification
April 30, 2020	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.

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 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 a 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.

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

## APPLICATION FEE

There is no application fee to apply for a 2021 exhibition.

## GALLERY FEE

The gallery fee covers costs related to marketing materials and gallery operations: plaster repair, painting, lighting, facilities personnel costs, etc. **Gallery fees must be paid before April 30, 2020.** Accepted exhibitors will pay the following gallery fee per exhibition:

<b>East Gallery</b>	<b>\$75</b>
<b>West Gallery</b>	<b>\$65</b>
<b>Northwest Gallery</b>	<b>\$50</b>

## PRELIMINARY 2021 EXHIBITION SCHEDULE

January 11 - February 5	July 5 - July 30*
February 15 - March 12	August 9 - September 3
March 22 - April 16	September 13 - October 8*
April 26 - May 21*	October 18 - November 19
June 1 - June 25	

*\*Reception during Gallery Walk*

## 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 in your proposal, with reasonable substitutions for new work in the same vein, and for sale. 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.

## 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 using TAF's Walker Display 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's closing date.
- 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**

Visit <https://form.jotform.com/92613739958170> to view and submit the online application form with the following attachments **no later than 5:00 p.m. on January 10, 2020:**

### **1. Artist Statement / Exhibition Description**

Please describe your proposed exhibition and any relevant details about your previous work. Please title as "YOUR NAME\_Statement" and upload this document on your [application form](#) as a PDF.

### **2. Artist Resume**

Please title as "YOUR NAME\_Resume" and upload to your [application form](#) as a PDF.

### **3. Image Information List and Work Samples**

Upload 5–8 digital images representative of the quality of work that will be displayed in your proposed exhibition. Images should be titled with "YOUR NAME\_Image #" and must be at least 72 dpi.

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 the application form at <https://form.jotform.com/92613739958170>.***

## **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.