

SUBMISSION GUIDELINES FOR EXHIBITIONS IN 2025

Open Submission Call:

Proposals and submissions for solo and group exhibitions by artists and curators are accepted annually between the last week of January to March 31 for exhibitions in the following calendar year. Typically, the chosen artists/curators are notified within three months of close of the submission call.

Selection by Jury:

A jury of six people, is appointed by the Board of Directors. The jury generally comprises of two Board Directors, two members of the community at large who are not necessarily practicing visual artists and two artists (not qualified to submit a proposal during their term on the jury).

Submission:

The Gallery only accepts digital submissions. We strongly recommend the contents of the submission are uploaded to our shared Google Drive (secondarily, you may use DropBox). To upload your submission images to Google Drive or DropBox please contact info@gpag.ca for a shared folder on our drives, or send us a link with access to the folder on your drive by the deadline. An alternative option is to send us the material on a USB thumb drive (note: this will not be returned). If digital submissions are prohibitive, please contact us.

Submission Requirements:

Please note that the Gallery only accepts complete submissions. Your exhibition proposal must include:

The completed and signed Submission Form which follows this guideline and supplies the vital contact and proposal information.

Resume including education, exhibition history, teaching or other experience related to your art, scholarships and awards, published reviews or articles relating to your work.

Please note: should you be accepted for an exhibition, it may be possible that you will be sharing the gallery with another artist.

Support Material:

- Not more than 13 digital images or more than 5 minutes of AV material should be submitted.
- Additional images can be included to describe the specifics of how you would propose exhibiting in the Gallery
- Image files must be in jpeg format, at least 1300 pixels in width, not more than 1 Mb in size.
- Video files should be quality links (Vimeo, Youtube, Instagram etc.) (720p or higher)
- Please name your image files as follows: #yournameheightxwidth.jpg (e.g. if your name is Mary Smith and your sample art image is titled NEW HORIZON at 23 cm by 13 cm then name the file 03MarySmithNewHorizon23cmx13cm.jpg)

SUMMARY OF EXPECTATIONS FOR WORKS ACCEPTED FOR EXHIBITION:

01. Each artist accepted for an exhibition will be advised as soon as possible as to the specific details planned for his/her exhibition including opening, reception, installation and de-installation dates. The artist will also be kept informed about any concurrent exhibits or activities planned during the exhibition period.
02. All works exhibited should be reflective of the vision contained in the submission material. They must be presented ready for installation, in a manner appropriate to the exhibition standards of the Gallery. Any unusual installation instructions or requests must be made known to the Gallery at least two months prior to the installation date.
03. Each artist accepted for an exhibition at GPAG will be required to accept the terms of the Artist-Gallery Contract, and to sign a waiver absolving the Gallery, its Board of Directors, staff and volunteers of any liability. This Contract must be signed 60 days before exhibition date. A sample of the contract is available online at <https://gpag.ca/submissions/>
04. GPAG is a public gallery. At the present time, GPAG will accept payment on behalf of the artist for any artworks sold during the exhibition. Artworks sold may not be removed before the end of an exhibition unless agreed upon by the Artist and the Gallery. The gallery currently does not take a commission on exhibition sales (items sold through the Gift Shop are subject to a 40% commissions). The Gallery invites artists to consider a donation of their sales revenue in support of public art. Please note: this policy is subject to review.
05. The Gallery is secured by a monitored alarm system. Every precaution is taken to ensure the safety of exhibited works; however, artists are advised that the Gallery does not provide insurance coverage on works of art.
06. Packing of artworks and shipping costs related to the delivery and removal of artwork for the exhibition is the responsibility of the artist. The same applies to any artwork sold during the exhibition.
07. All artists who make submissions will be advised of the jury's decisions as soon as possible after the Jury team prepares its assessment and the Board completes its Exhibition Schedule.
08. All exhibiting artists at GPAG are invited to join the Gallery as members.
09. GPAG pays a nominal exhibition fee to exhibiting artists (usually between \$100 - \$300). The amount is subject to Gallery funding and certain conditions. We do not cover transportation costs, shipping or receiving.
10. Please read and familiarize yourself with the [GPAG's exhibition policy](#)

SUBMISSION FORM: *Please complete and sign this form and include it with your materials.*

Date (day/month/year)

Name

Complete Address

Phone

Cell Phone

Website

Email

Title of proposed exhibition or event:

Describe the proposed exhibition or event (30 words or less):

This ARTIST/CURATOR SUBMISSION (check all that apply) is for:

- The Main Gallery
- The Eve Smart Gallery
- The whole Gallery (both the Main and Eve Smart spaces)
- A special exhibition / event submission call
- Programme / event proposal

Because of the volume of quality submissions, GPAG often pairs artists to exhibit together. Please confirm your willingness to share an exhibition.

Yes No

Our community appreciates meeting and interacting with the exhibiting artists. Will you present an artist's talk or demonstration?

Yes No

Please include your artistic resume in PDF format, along with your support images. This should include your education, your exhibition history and links to any published reviews or exhibition catalogs relating to your work. Also complete the Description/Statement sections 1 - 5 on pages 5 and 6.

The Gallery only accepts digital submissions preferably via Google Drive or DropBox. Do not send in or submit original artwork, including photos. GPAG does not assume responsibility for lost or damaged submission entries. We retain digital copies of the accepted artists submission materials for our records. All others will be removed from our drives within 30 days of finalizing the exhibition schedule.

Date (day/month/year)

Artist Signature:

DESCRIPTION/STATEMENT: Please fill in the boxes electronically (use .pdf “fill and sign”) or submit the following sections 1-5 in a separate text document.

1. In 500 words or less, explain what you are proposing to exhibit at GPAG:

2. Explain to us how an exhibition at GPAG will impact your development as an artist (200 words or less)

3. Tell us anything else that you feel it important to know about your proposed exhibition (200 words or less)

4. Artist Statement (300 words or less)

5. List of support/material works images/AV in the order you would like them viewed by the jury.

<i>File Name</i>	<i>Medium</i>	<i>Creation Date</i>	<i>To be included in the exhibition Yes or No</i>