

## **GUIDELINES FOR SUBMITTING EXHIBITION PROPOSALS**

The Ashburton Art Gallery (AAG) is a publicly funded and independent charitable organisation governed by an incorporated society. The exhibitions are planned approximately two years in advance and are carefully considered to present our visitors with a varied and engaging programme.

The AAG welcomes proposals from artists, curators and arts organisations throughout the year with no set deadlines.

Exhibition proposals must include the following material:

- Written outline or content of your proposed exhibition with a clear curatorial rationale
- Artist or curator resume including basic bio, education and exhibition history
- Examples of previous work such as images, catalogues or links to video/sound/online work as appropriate
- Between 4 – 8 high-resolution images of the proposed exhibition or of indicative recent work. Images must be clearly identified with title, medium, dimensions in millimetres (height x width x depth)
- Relevant supporting material such as a mock-up, sketch, or potential layouts
- Financial considerations, detailed budgets where applicable

Selection will be based on the following:

- Excellence
- Innovation
- Audience engagement
- Diversity and inclusion
- Educational focus or scope
- Size and physical/technical requirements
- Relevance (such as regional, national, and compatibility with other scheduled exhibitions)
- Availability
- Cost

Please do not submit original work, slides or master copies. The Ashburton Art Gallery does not accept responsibility for any loss or damage to the content of your proposal package. Submissions will not be returned unless requested and paid for in advance.

Send to:

Shirin Khosraviani  
Ashburton Art Gallery  
Po Box 573  
Ashburton 7700

All email proposals (including images) should be submitted as a single PDF file where possible to:

shirin@ashburtonartgallery.org.nz  
Subject: Exhibition Proposal