



## GUIDELINES FOR EXHIBITION PROPOSALS

Thank you for your interest in the Arts & Science Center for Southeast Arkansas. The following items should accompany your Exhibition Proposal which should have Exhibition Proposal in the subject line and be emailed to: [rmiller@asc701.org](mailto:rmiller@asc701.org) with a copy to [info@asc701.org](mailto:info@asc701.org)

### 1. Completed Exhibition Proposal Form.

Name file: (Last name of artist) for example SMITH

### 2. Cover letter stating the exhibition concept, medium, artist(s) name, and CV or resume.

Name file: (Last name of artist) Cover Letter for example SMITH Cover Letter

### 3. Up to six jpg. images of artwork

Name file: Last name of artist, Title of artwork for example SMITHSummerMorning

Please do not send, or drop off at ASC, original artwork. Do not send CDs or flash drives. Incomplete submissions will not be considered. Although we will review each submission, we may not respond individually. If you have not received a response within 90 days this is an indication that the Committee has declined the proposal.

No materials will be returned.

Staff cannot make studio visits, view works in person, or make visits to private collections during initial review phase. If the Committee is interested we will contact you regarding further steps.

Exhibition opportunities are limited.

ASC cannot perform appraisals or authentications of any works of art.

Thank you for considering the Arts & Science Center for Southeast Arkansas.



## EXHIBITION PROPOSAL FORM

To submit an exhibition proposal for consideration by the Curatorial Team and Exhibitions Committee please follow the Guidelines for Exhibition Proposals and complete this application.

Name of Artist \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Attach resume/CV.

Email six digital images of proposed body of work.

### EXHIBITIONS POLICY

The ASC Exhibition Policy is available on our website. Important guidelines include:

Do not drop off applications in-person.

All information should be submitted electronically, according to Guidelines for Exhibitions Proposal.

No original materials will be accepted for the application process.

No materials provided will be returned.

Exhibitions are by invitation only.

ASC will initiate further contact if a proposal is being considered.

Exhibitions are planned in advance according to ASC's current and future obligations.