



## Submitting an exhibition proposal

All exhibition proposals are considered by the Exhibitions Committee at meetings held every couple of months. The committee endeavours to present a balanced and varied exhibition programme representing a range of media, cultures and interests.

### Proposal requirements

- A cover letter including contact details
- A CV from all participating artists outlining past exhibitions, training, projects etc.
- Explanation of the exhibition concept, the theme of exhibition, media used, who is your audience.
- Possible exhibition titles.
- Description and images of the works you intend to exhibit – examples of previous works - size of the exhibition – how many pieces, size etc
- Price range if the works are for sale
- Preferred dates for show – when you can be ready, does it relate to an event.
- Which space are you wanting to exhibit in (see below for details)

### Exhibition spaces

There are different policies for different exhibition spaces. The following may assist you in determining which gallery to submit a proposal for.

#### Main Exhibition Galleries

Divided into 4 different galleries. Ranging from the smallest of 22 running metres to the largest space of 60+ running metres.

The exhibitions in these spaces are mainly curated in-house by the Senior Contemporary Arts Curator and the Senior Museum Curator. They are also used for touring exhibitions both national and international.

(Programmes are usually scheduled between 1 to 2 years in advance)

#### Blue Pacific Gallery

The Blue Pacific Gallery is Pataka's commercial gallery and exhibits work from local, national and international artists. Works displayed in this gallery must be for sale. The gallery takes a 25% commission on all sales. Exhibitions run for 4 weeks and the gallery has a rental cost of \$100 per week. The gallery has 30 running wall metres and 45m<sup>2</sup> in floor space

(Bookings are usually between 6 and 9 months in advance)

#### Bottle Creek Gallery

The Bottle Creek Gallery is Pataka's community gallery. It has no rental fee space for local artists and groups. Works can be for sale, a 25% commission is taken on all sales. Shows last for 3 weeks (including set up) and the focus is on Porirua based artists and groups. The gallery has 38 running wall metres and 132m<sup>2</sup> in floor area.

(Bookings are usually between 9 and 12 months in advance)

Send your proposal to:

[bmaysmor@pcc.govt.nz](mailto:bmaysmor@pcc.govt.nz)

or

Pataka PO Box 50218 Porirua 5240 attention: exhibitions committee