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Muir Gallery Submission Guide

The Muir Gallery is a community-run, non-profit art space located in the heart of Courtenay, BC. It operates with the support of the Comox Valley Community Arts Council, the members and volunteers.

To exhibit at the Muir Gallery, artists must be residents of the region promoted by the Comox Valley Community Arts Council. CVCAC's region is bounded by Oyster River, Fanny Bay, Courtenay, Comox, Cumberland, Denman Island and Hornby Island. Exceptions may be made for shows featuring two or more artists. In these cases, at least 50% of the artwork should be produced by resident artists of the CVCAC region. All exhibitors must be current members of the CVCAC. In the case of a group show, each member of the group who is exhibiting work must be a member of CVCAC with an Individual (\$20/yr), Family (\$35/yr), or Student (\$16/yr) membership. Given the demand for gallery space, 80% of the artwork in an individual or group show must not have exhibited previously in the CVCAC region. When one or more artists apply for an exhibition, the Muir Gallery Committee reserves the right to accept only part of the submission.

The Muir Gallery exhibits work in all media focusing on facilitating and providing support to local emerging artists. Proposals for solo, group and curatorial projects are all accepted. We will also consider one night performances and other out of gallery events and processes. Submissions are reviewed by a committee of board and staff annually. Please see Society Information for Mission Statement and History.

Deadline for submissions is March 1 each year.

Exhibitions usually run for three weeks. With the Opening Reception being held on the Friday evening and closing on the third Saturday at 4pm. Arrangements can be made for performance and outside gallery events.

List of requirements:

- 10 – 20 numbered images or a 5 minute video. Documentation is preferred in a CDROM, DVD or 5 x 7 photographs. **DO NOT SEND ORIGINAL ARTWORK.**
- Image List that details the specifics of the documentation (title, media, size)
- Project description / Exhibition Proposal (maximum 400 words)
- CV or short list of your artistic history / practice
- Artist Statement or Bio
- Self Addressed Stamped Envelope

Recommendations:

- The CD or DVD should not contain any files other than your images.
- Jpegs should not exceed 120 dpi resolution.
- For jpegs, name the first 9 images with a 0 (01, 02, 03) so that your images will show in order of your Image List.
- Submissions for performance work requires a short video that illustrates and helps to explain your work.
- Ensure that your name is listed on each of the pieces of information that you submit.

Submissions received without a SASE will not be returned.

Accepted submission packages will be retained by the CVCAC.

Insurance is the responsibility of the artist.

Please send submissions to:
Comox Valley Community Arts Council
Suite 202 – 580 Duncan Ave
Courtenay, BC V9N 2M7

For more information contact us at: info@comoxvalleyarts.org or by phone at 250-338-4417 ex 2

"To promote and animate the arts in the Comox Valley"