

Homer Council on the Arts (HCOA) Gallery Exhibit Guidelines

Updated July 2022

Mission

HCOA's Gallery Exhibit Program is committed to engaging and connecting the community through the arts. We provide emerging and mid-career artists the opportunity to exhibit and sell their work. We invite Homer, Kenai Peninsula, Alaskan Native, and Alaskan artists to participate. We also host visiting artists when an exhibit of their work can make a valuable contribution to local culture.

Eligibility

Applications in all media and formats including solo, group and interdisciplinary arts are welcome. HCOA gallery is focused on presenting Emerging or Mid-Career Artists. An Artist Membership to HCOA is required (\$50) and must remain current for the duration of the exhibit. Memberships last for one year and come with benefits such as discounted event tickets and class registrations, a higher commission for gallery sales in group exhibits, and an invitation to participate in our annual Member Showcase.

Submission

You must complete the online application form and submit a minimum of six work samples that accurately represent the work you propose to exhibit. If you are proposing to exhibit work you have not yet completed, please submit samples of previous work that will best represent your style, medium, and skill. If you need assistance with the online application, please call us at 907-235-4288.

Media

The proposed exhibit must consist of original artwork that *has not been previously shown in another visual arts venue in Homer*. Work must be displayed in a **professional** manner and be ready to hang or display. Prints of two-dimensional work should be matted in most cases and ready for sale. Print bins are available upon request.

Gallery sales

- At least 80% of the exhibited work must be for sale.
- A commission of 35% is paid to HCOA.
- If the artist makes a trade with someone in exchange for a work of art, the commission for the sale price of the work must be paid to HCOA.
- When the Artist privately sells exhibited work up to 1 month after their exhibit at HCOA, Artist will pay HCOA the agreed 35% commission.
- In the event of HCOA securing an order for the Artist to produce a new work, HCOA shall receive 20% of the total price as commission. HCOA shall consult the Artist before accepting such commissions and will confirm the order in writing.

Acceptance

The artist will be notified within 30 days of application if his or her exhibit proposal is accepted or denied. Applications received prior to a posted deadline will be held for review and notified within 30 days after such date. If accepted, the artist will receive a contract that lists the responsibilities of the artist and of HCOA, which must be signed within two weeks of acceptance. If signed contract is not received within two weeks, HCOA may offer the gallery space to another artist.

Exhibit

Applicant is expected to *install the work themselves*, in coordination with HCOA staff, during the week preceding First Friday. Some or all of installation may be required to take place after business hours. Exhibits are typically on display for one calendar month, beginning with a First Friday opening and ending the last full week of the month. Occasionally there may be an opportunity to extend for a second month or to relocate work to the South Peninsula Hospital gallery, subject to an additional contract. Regular HCOA gallery hours are Monday through Saturday from 1-5pm.

How to be "Gallery Ready"

- Works of art must be completely finished, neat, and clean. We expect a sense of pride and quality in the work from our artists. Professionalism should be your aim in presenting your artwork.
- Works on canvas must be framed, unless they have been stretched in a "gallery wrap" style.
- Framed works of art must have a hanging wire attached to the back with hardware rated for its weight.
- Textile art such as weavings, batik, or silk painting should have a rod through the top with a string for hanging, or some other hanging mechanism attached.
- Smaller sculptures will be displayed on pedestals, supplied here at HCOA, or on shelves. Larger sculptures may be displayed on the floor or on tables. Please prepare a suitable, presentable base for large sculptures (finished wood, stone, composite material, etc.).
- Digital media/video should be submitted on a flash drive, CD, or DVD. Equipment required for digital media artwork (screens, projectors, sound equipment, computers, etc.) will be provided by the artist. HCOA has limited equipment available- inquire for details.

Artwork that is unfinished will not be accepted for display (for example, wet paint, wet glue, unintentional marks, severely damaged artwork, unframed/non-matted drawings, etc.). Please e-mail us if you are uncertain if your work is acceptable. We are here to help.

Submitting Images

Artwork images submitted by the artist will be used for promotion of the exhibit and to create an online gallery when appropriate. HCOA does not have equipment for taking high-quality images of artwork. The artist should submit a few high-quality images for promotion, at minimum. If an online gallery is appropriate and desired, the artist should submit quality images of all artworks in the show. "Quality" images are not blurry, they are squared and cropped to the artwork (no background visible), well-lit, and as close as possible to a true representation of the work. Images of framed works should be taken before framing to prevent glare. Please let us know if you need guidance on taking quality images.

South Peninsula Hospital Gallery Guidelines

Updated January 2021

Gallery exhibits at SPH are managed by HCOA and subject to the regular HCOA Gallery guidelines, as well as the following additional items:

Access

Due to pandemic hospital restrictions in place at this time, artists and the public may not be able to visit the gallery unless they have been granted access to the hospital for medical reasons or business/employment clearance. We will post the entire exhibit on our website for the wider community to enjoy and publicize the exhibit on our social media and in our email newsletter.

Site-specific restrictions:

- Wall art only; no sculpture, ceramics, digital media, etc. Art is displayed in a busy corridor which prohibits the use of pedestals.
- No fiber art, unless protected with a fire-resistant coating (to be done by SPH).
- Every piece **must** be wired for hanging. The works will hang from a track display system (you can glimpse the setup at the bottom of recent exhibit pages: [Iris Sutton](#) [large works], [Oceana Wills](#) [small to medium works]).
- We are unable to display multi-paneled pieces in a vertical arrangement; any diptychs, triptychs, etc must be contained within one frame for a vertical arrangement. Horizontal multi-panel displays are possible.
- Small works will not be accepted; pieces larger than 8x10 work best on the track system. The wall space is broken up by doorways and very large/heavy works will need to be approved. Artworks should not exceed 4.5 feet in height.
- Sensitivity in subject matter- must be appropriate to a hospital setting (nothing too dark, triggering, dealing with death, etc)

Homer Council on the Arts Gallery layout

