

ARC Gallery & Educational Foundation

832 W. Superior St., #204

Chicago, IL 60622

Wed-Sat, 12-6, Sun, 12-4

info@arcgallery.org

(312) 733-2787

www.arcgallery.org

ARC Gallery and Educational Foundation is sponsored in part by grants from the Illinois Arts Council, a state agency, by a CityArts program 1 grant from the City of Chicago, Department of Cultural Affairs, by an Arts Work Fund grant from the Chicago Community Foundation, the Gaylord and Dorothy Donnelley Foundation, and the generosity of the Ravenswood Bank, our members and our ARCangels.

PROSPECTUS FOR SOLO, GROUP AND/OR CURATED SHOWS

ARC Gallery and Educational Foundation is a non-profit, woman-run cooperative gallery dedicated to providing alternative space exhibition opportunities for innovative artists outside the commercial gallery system. Since 1973 ARC has given exposure and support to artists, providing an atmosphere for the continued development of artistic potential and experimentation. ARC Gallery's Exhibitions Committee reviews all media including video, film, installation and performance, and accepts submissions electronically through CD-ROMs.

We encourage submissions and proposals for solo exhibitions, group shows and curated shows. ARC is run entirely by its women artist members; as a non-profit exhibition space. ARC receives some support from outside funding sources but not enough to cover our operating expenses. Thus, to provide the space and services we offer to exhibiting artists, we defray our expenses by charging exhibition fees. Our rate is \$600 for approximately 50 running feet of wall space. See attached floor map or visit our website at www.arcgallery.org

Please include the following in your application for review:

1. 10-20 images in low resolution JPEGs (not to exceed 300 dpi), with each image clearly labeled within the file name, may be submitted on CD-ROM or e-mailed to info@arcgallery.org A sheet should be included which describes the work being submitted (size, media etc.). Other print materials showing samples of work may be acceptable, but CD-ROM's are preferred.
2. Résumé.
3. Artist Statement.
4. S.A.S.E. (self-addressed, stamped envelope), if you want your packet back. Note that your submission cannot be returned otherwise.
5. Send application to: **ARC Gallery**
Attention: Exhibition Committee
832 West Superior Street, #204
Chicago, Illinois 60622 USA

Any questions? Please email us at info@arcgallery.org

SUBMISSION DEADLINES: JANUARY 15 and JUNE 10

Accepted applicants will be responsible for:

1. Rental Fee, Security Deposit and Returned, Signed Contract: A security deposit of \$100 is required, which will be returned when all contract requirements have been successfully met.
2. Art Work that Fits: Please note that the doorway into our gallery measures 96" h by 36" w and the building elevator has a load capacity of 2,500 pounds and measures 51" deep by 80" wide, by 86" high, (the doorway of the elevator is 83" high and 42" wide). Therefore, your work must be able to fit through our door and into the elevator or the stairway to the second floor.
3. Delivery of Work: All materials regarding the exhibition, including artwork must be delivered to ARC by hand-delivery, FedEx or UPS at the artist's expense on the date specified in the contract.
4. Pick Up of Work: Artwork must be picked up by the artist and/or shipping arrangements pre-paid and pre-arranged by the artist at the end date of show. ARC is not responsible for the return of artwork if unclaimed, or when no arrangements have been made. Work will be disposed of after 30 days from show date.
5. Artwork that's Available: Work must be up for the entire time of the exhibition; it may not be substituted, arrive later, or leave earlier than the contracted exhibition dates without exception.
6. Announcement Postcards: These are optional and left to the discretion of the artist. ARC has a template that includes its logo, address, hours and sponsorship that the artist may utilize, as well as a media mailing list.

ARC Gallery reserves the right to reject any and all artwork that is deemed by its board of directors to be unsuitable, due to unprofessional presentation, which may include, but not be limited to, wet or unfinished work, pieces which are not ready to install (lack appropriate hanging hardware or method), as well as those that are toxic or present a potential danger to itself and/or its surroundings. ARC is not responsible for any loss or damage, even though we make every effort to handle all work with extreme care.

Included in the rental fee:

- Sale of Work: ARC does *not* take commission for work sold, but instead acts as a liaison for sales.
- Installation: Professional installation and de-installation of your show by ARC Gallery's crew according to gallery guidelines (exceptions: artist's site-specific installation).
- Documentation: Shows are documented on ARC Gallery's website with the image, title and statement sent by the artist along with their website link. ARC digitally documents each show and retains the images for our gallery archives. With your permission, it will then be archived, along with all of ARC Gallery's 35 years of documentation, in the Ryerson Library of the Art Institute of Chicago for future scholarly research.
- Gallery Hours and Opening Reception: ARC members staff the gallery Wednesday through Saturday from noon to 6 pm and Sunday from noon to 4 pm. A cash bar is set up and maintained by ARC members during an artists' reception usually on the first Friday of the month from 6 to 9 pm.
- Advertising: Monthly listings, press releases and e-announcements are sent to our mailing list of approximately 2,000 names which is updated regularly and includes the following sources: private individuals, gallery owners, critics, collectors, colleges, newspapers, museums, radio and television stations.