



The Creative Alliance Amalie Rothschild Gallery (ARG) Guidelines

- All artists/curators of ARG exhibitions **MUST** be current members of the Creative Alliance.
- The Creative Alliance retains 40% of all income from sales of artwork on display in the Gallery. Payment is made directly to the Creative Alliance, and artists will receive a check for 60% of the sale price within 30 days from the close of the exhibition's run.
- Artists are granted access to the Gallery for approximately one business week (unless alternative arrangements are made). Exact dates are determined in advance by the Creative Alliance; artists are expected to have all materials removed and the Gallery returned to the state in which they found it by the end of their allotted time (usually de-install is the Monday or Tuesday following the close of the exhibition).
- Artists may hold public events in the Gallery such as receptions or performances, with prior approval from the Creative Alliance. Generally, such events run 6 - 8 p.m. and should end no later than 8 p.m. Artists must complete all cleanup and breakdown no later than 9:00 p.m.
- The Creative Alliance is not able to provide refreshments for events in the Amalie Rothschild Gallery. Artists may borrow tables, serving dishes and utensils, so long as they are cleaned and returned afterwards. A list of suggested reception foods and drinks can be provided by the Exhibitions & Programs Manager.
- Creative Alliance will provide basic installation materials for use in the gallery, including: spackle, nails, screws, white paint and shelves and pedestals as available. Artists may borrow Creative Alliance installation tools, although it is highly recommended that artists plan to bring what they need. Further installation supplies and materials are the responsibility of the artist.
- Generally, artists will have access to the exhibition space during Creative Alliance's regular business hours: Tue-Sat, 11am – 7pm. Some after-hours access may be negotiated. Exact times for installation and de-installation must be arranged in advance.
- The Gallery is open to the general public Tue-Sat, 11am-7pm.
- Creative Alliance will promote exhibitions in the Gallery on our website in a bulk email and in the seasonal calendar, provided information is received in time for press deadlines. **Information about the exhibition, including a 300 dpi color image should ideally be received 3 months in advance of the opening date.**
- Artists are encouraged to promote exhibitions in partnership with the Creative Alliance. Text and design of promotional materials must be approved by the Creative Alliance before release, and must include the complete name of the gallery ("Amalie Rothschild Gallery") and the Creative Alliance logo. The Exhibitions & Programs Manager will provide you with the Creative Alliance fonts and style guides for this purpose.
- Creative Alliance provides limited insurance for artwork or equipment in the Amalie Rothschild Gallery.
- While the Creative Alliance strives to provide a professional and secure environment, artists should be aware that the gallery is not able to be monitored at all times.
- There is no storage available onsite during the installation or run of the exhibition – Artists should bring artwork with them ready to hang.

Understood:

Artist

Date

Amalie Rothschild Gallery

Exhibition Proposal Form – Proposals for the 2018 season due Saturday, July 8th, 2017
Selected applicants will be notified by Friday, September 1, 2017

Exhibits and installations in our second floor gallery rotate frequently to allow access to as many artists as possible. Use of the space as an incubator and facilitator of new work is encouraged. Proposals are accepted on a rolling basis. Membership by at least one participating artist is required upon acceptance; see Guidelines below for details.

Complete proposals should include:

- Copy of Amalie Rothschild Guidelines w/ signature and printed name.
- Completed Exhibition Proposal Form
- Artist(s) and/or curator(s) resumes
- Artist(s) statement
- Documentation of artwork to be exhibited, or previously created work that is evocative of your proposed exhibition. CD w/ jpegs recommended or a link to a dropbox account. Documentation should include title, year, size and media of work shown.
- Complete description of proposed exhibition and public programs

Exhibition Proposal Form

Name of primary contact: _____

Address: _____

Tel: _____ Email: _____

Names of other participating artist(s) or curator(s):

Brief description of proposed exhibition (Attach a separate document, no more than 1 page)

Brief description of proposed public programs: (i.e. receptions, performances, Attach a separate document, no more than 1 page):

Print Name

Signature

SEND PROPOSAL ATTENTION TO:

Jeremy Stern, Exhibitions & Programs Manager, Jeremy@creativealliance.org
Or: Creative Alliance, 3134 Eastern Avenue, Baltimore, MD 21224