

GUIDELINES FOR EXHIBITION PROPOSALS

Aratoi Wairarapa Museum of Art and History presents a range of exhibitions of regional, national, and international importance, with associated visitor programmes, to engage, challenge, surprise and delight both residents and visitors to the region.

Aratoi offers several spaces that can accommodate exhibitions and installations. The Wesley Wing and the Forsyth Barr Windows Gallery are best suited to exhibitions that do not require temperature and humidity control. Works can also be exhibited in the courtyard if they tolerate exposure to the weather. Images of Aratoi and floor plans follow as Appendix 1.

Please note that Aratoi plans exhibitions up to two years in advance.

The proposal should cover the following aspects:

1. Full contact details of the proposer of the exhibition, whether artist, curator, or organisation.
2. A full exhibition concept including the theme and philosophy of the exhibition or installation.
3. An identification of preferred exhibition space or an estimate of the linear metres of wall space or square metres of floor area required.
4. An indication of a preferred timeframe and duration of the exhibition.
5. Content of the exhibition – the size, number and nature of works supplied (existing or new) including any items that might be borrowed and who from. Include images of the artworks where possible.
6. An indication of target audiences and relevance to learning experiences for early childhood, primary, secondary, and tertiary students as part of Aratoi's education programmes.
7. Suggested possible visitor programmes (eg: artist/curator talk, workshop etc.).
8. If you can, an exhibition plan identifying an indicative budget and roles of the exhibition team. The plan may contain the following:
 - a. Costs and fees and who is responsible for payment.
 - b. Opportunities for financial partnerships, grants or sponsors.
 - c. An indication of the technical requirements and who might supply them. Technical aspects may include hanging or installation considerations such as plinths, or special equipment, or installation personnel.
 - d. Interpretative materials and who will generate it. Interpretive material might include exhibition labelling and/or include 'take-away' or online publications.
 - e. An indication of the proposed timeline with indicative deadlines.

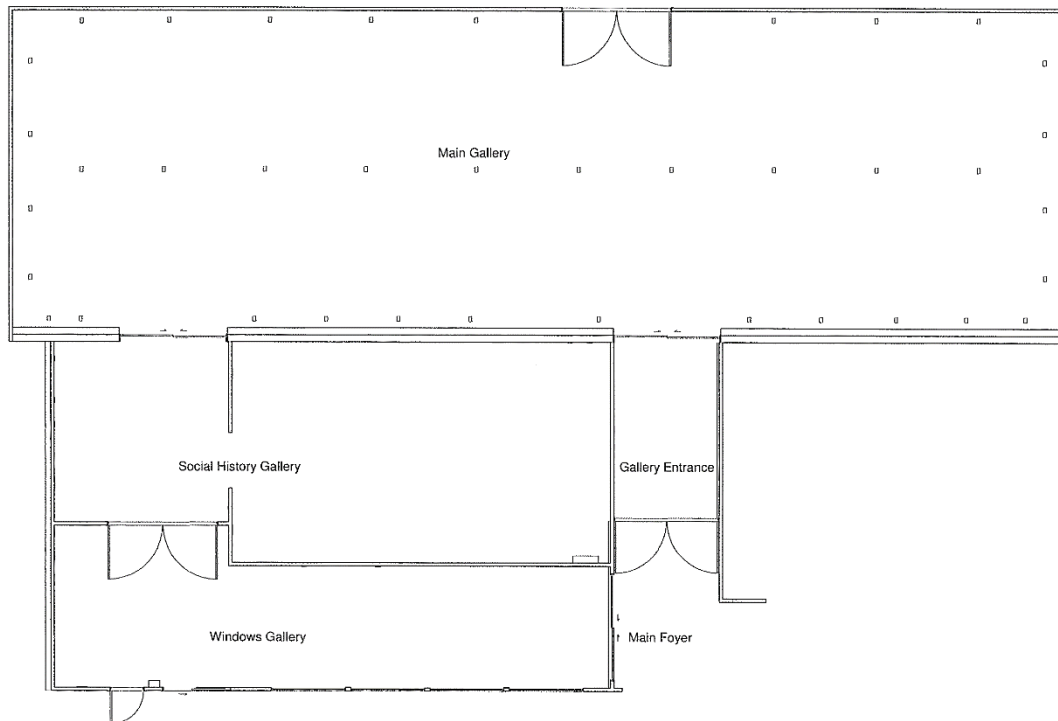
9. A Curriculum Vitae of the artist(s) and/or curator, including images of artwork(s), exhibition and sale histories, and details of awards, written publications, reviews and talks. Links to online material is acceptable.
10. Please indicate whether the works are for sale. Aratoi will take a 40% +GST commission of the retail price of any work sold.

The proposal will be assessed according to Aratoi policy and procedure. Please recognise a period of information sharing may take place before an exhibition proposal is accepted. On acceptance of a proposal a contract will be developed, negotiated, and signed by both parties.

APPENDIX 1



GALLERY FLOORPLANS



Main Gallery

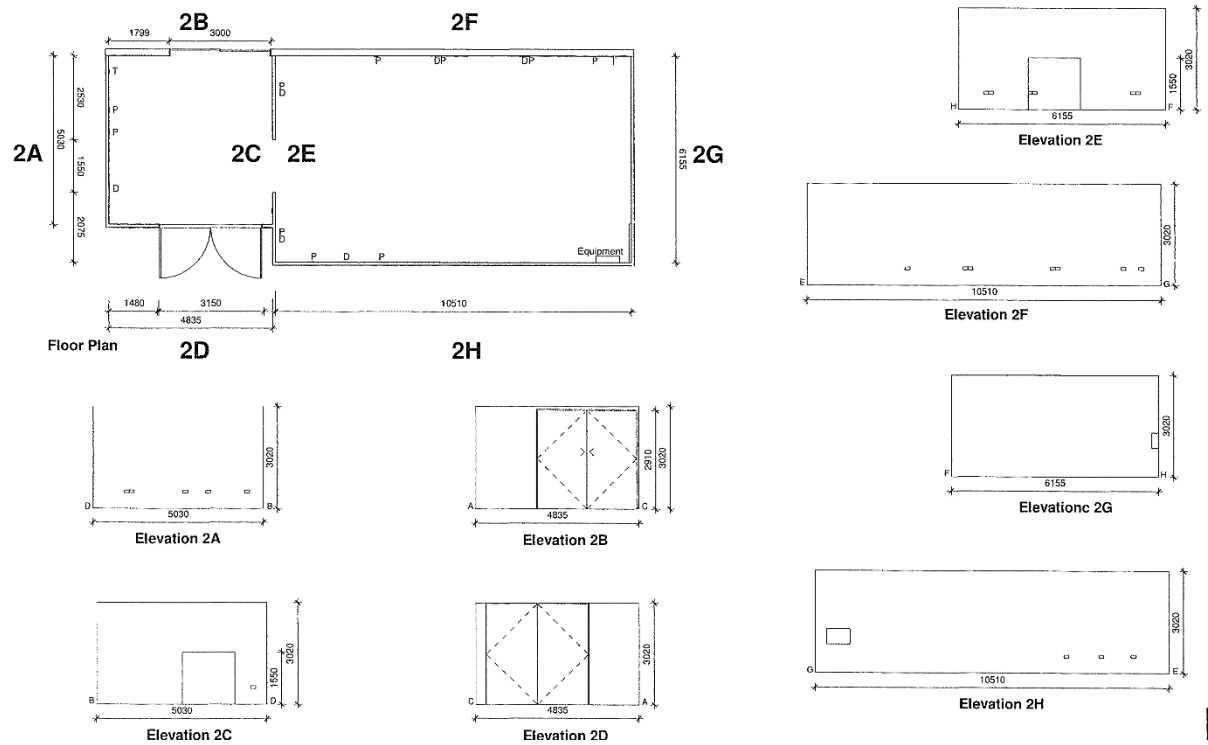
The Main Gallery hosts substantial exhibitions from New Zealand artists, international or touring exhibitions and large group exhibitions.





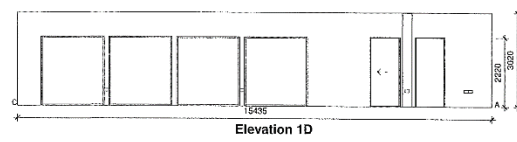
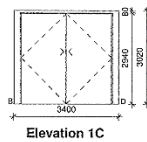
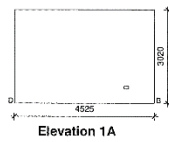
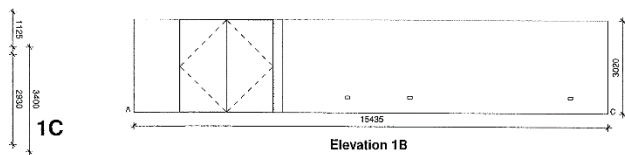
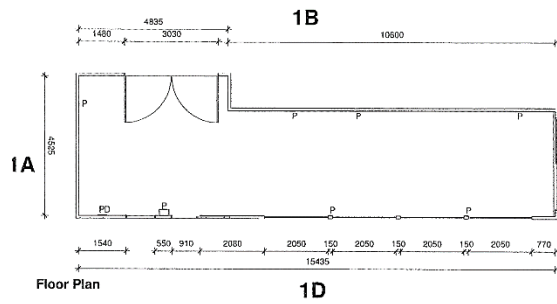
Tranzit Group Social History Gallery

This exhibition space is for social history, textiles and object stories. The space includes a small vestibule outside the room.



Forsyth Barr Windows Gallery

Ideal for local artists, up and coming artists and small groups.



Wesley Wing

The Wesley Wing is not temperature controlled, so suits local community group shows, School's Art, family friendly exhibitions or photography exhibitions. This space includes a permanent school workshop area on the stage.

