

The Village Gallery

INFORMATION *FOR EXHIBITING ARTISTS*

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3303 Pines Village Circle

Valparaiso, IN 46383





ABOUT US

Pines Village Retirement Communities is a nonprofit organization that enriches the lives of older adults through cultural enrichment and community engagement. Art serves as a unifying medium through which friends and family may reflect and bond. The Village Gallery at Pines Village was established in 2009 to promote the arts in Porter County and celebrate artistic talent. The exhibits are open to the public, with guest appearances by the artists. The Village Gallery creates educational opportunities for local schools for student field trips to view the rotating exhibits and our permanent art collections that showcase the history of the art community in our region.

IMPORTANT DATES AND INFORMATION

- **Artist's name:**
- **Artist's medium:**
- **Exhibit Dates:**
- **Installation Setup Date & Time:** Friday morning, before the exhibit opening
- **Meet the Artist Reception Date & Time:** Sunday, 1:30 pm, artist arrive a little early
- **Installation Teardown Date & Time:** Thursday before next exhibit opening

THE FOLLOWING INFORMATION IS NEEDED NOW FOR THE PROMOTION OF THE ARTIST'S EXHIBIT

- Artist Biography (Word format)
- Artist Statement (Word format)
- Digital Photo of artist – high resolution
- Digital Photos (2-3) of works that will be on display at exhibit
- The following information is needed 45 days before the artist's exhibit via email:
- Exhibit Title (if applicable)
- List of works to be in exhibit. Include: title, media, size in inches and sale price
- Mailing List (contact addresses or email addresses) of friends/colleagues that you would like to receive notice of your upcoming exhibit. *The contact information WILL NOT be added to The Village Gallery's permanent contact list.*

OUR POLICY

The Village Gallery will provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The exhibiting artist maintains copyright. The artist grants The Village Gallery rights to use images of the artist's work for purposes including the promotion of the exhibit and future exhibits. Art entries must be the original works of the exhibitor and must not infringe on the rights of any other party. The exhibiting artist must be the sole owner of copyright in all photographs entered. The artist is responsible to obtain all model or property releases.



COMMON ARTIST QUESTIONS

Q: What kind of art is allowed to be exhibited?

A: The Village Gallery exhibits all two-dimensional work including paintings, drawings, photography, digital, mixed media, fabric art, chalk, ink, pastels, wax, graphite, and printmaking.

Q: What is the commission fee for art sold?

A: The Village Gallery does not charge a commission for any artwork sold during the exhibit. The artist receives full sales price.

Q: How many pieces of artwork can be displayed?

A: Plan on 15-25 pieces of artwork. Quantity will be determined by size of artwork.

Q: How is artwork displayed?

A: The Village Gallery is fitted with a hanging system that allows for unlimited display options. All artworks should be fitted with eye hooks and wire. We do not permit any nails in walls.

Q: How are exhibits installed?

A: The exhibit installation process includes installation assistance by the Gallery Coordinator with easy access to the gallery through the first-floor loading dock.

Q: How is labeling for artwork handled?

A: The Village Gallery Coordinator will prepare artwork tags for the exhibit.

Q: Where is the Gallery located and who is allowed to visit the gallery?

A: The Village Gallery is located adjacent to the main lobby of Pines Village on the first floor. The gallery is a showcased feature of the building for all residents and the general public.

Q: How are the exhibits promoted?

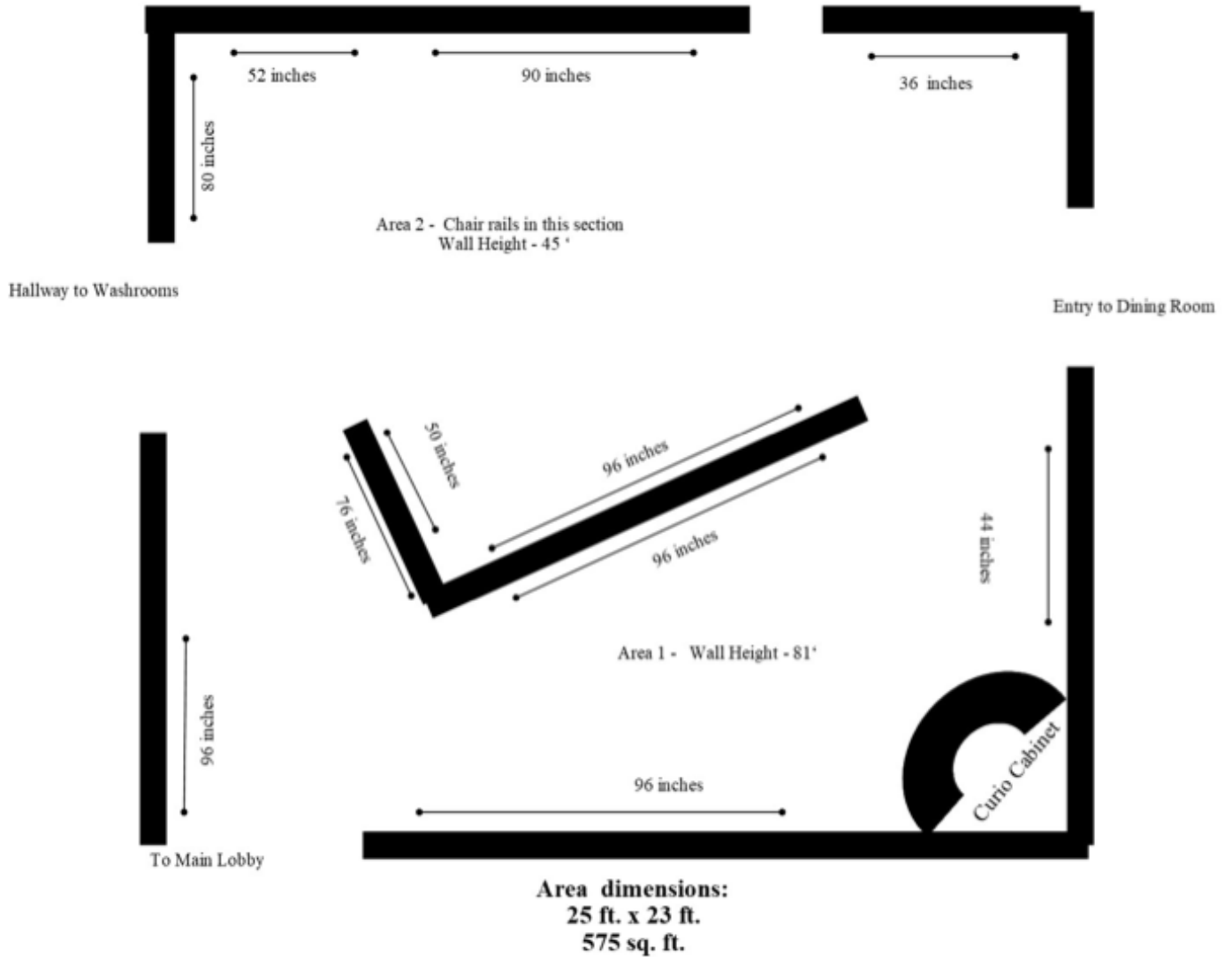
A: The Village Gallery promotes all exhibits through gallery patron postcard mailings. The exhibits are promoted through both online and print media and members of the public who have signed up for "e-Notification." Artists are more than welcome to submit patron contact lists to receive information.

Q: What happens at a "Meet The Artist" Reception?

A: The Village Gallery hosts a "Meet the Artist" reception to kick off each exhibit. The reception allows the artist to share their personal, artistic story with the audience in a casual format with audience interaction culminating in the viewing of the exhibit. The Village Gallery provides refreshments. The artist also has options to present a visual presentation at the reception. Full audio-visual equipment is available.



GALLERY FLOOR PLAN



The Village Gallery @ Pines Village Retirement Communities, Inc.
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For additional information contact Amy Page, Gallery Coordinator, a.page@pinesvillage.org