



Exhibit Proposal Form

Please submit your completed exhibit proposal and a photo for the poster to info@artfoundation.ca. The recommended deadline to apply is no later than the 1st of the month prior to the workshop start date.

E.g. Workshops scheduled for January should ideally be submitted by December 1.

<i>Artist Information</i>	
Name:	
Organization/Affiliation	
Phone:	
Email	
Background/Qualification <i>Explanation of any relevant past experience with the subject matter selected.</i>	

<i>Exhibit Information Overview</i>			
Exhibit Title:			
Date and Time	How many pieces Of artwork	Exhibit Hours (# hours)	# of Exhibit Days

Description:
No more than 150 words, which will appear on the poster.

Equipment Needs
These will be provided by the Arts Foundation.

☐ Tables

☐ Speaker/
Sound
system

Volunteers __0__#

☐ Seating

☐ Other:

Materials & Supplies
Please list any items the gallery should provide

Budget

Artist Fee <i>How much do you want to get paid</i>	Entrance Fee <i>How much should we charge people at the door</i>
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Supplies Cost
Please list any supplies you need and how much it is

Approving Parties
Minimum 2 board members must approve this proposal

Name:	Helping with: <i>What role or task will be fulfilled? E.g. advertising, attending the event, assisting with management</i>	Method of contact <i>Facebook, email, phone #</i>

Office Use Only			
☐ Gallery	☐ Blue Studio	☐ Orange Studio	☐ Vocal Studio
Workshop Approved?	☐ Yes	☐ No. Reason for rejection: _____	

Board Use Only		
Strategic Alignment: <i>How does the workshop fulfil the Foundation's Strategic Framework?</i>		
Values:		
Vision:		
Mission:		
Strategic Goals:		
