ABOUT THE GALLERY
UTS Gallery is committed to presenting innovative work by professional practitioners based locally, nationally and internationally with exhibitions particularly from the Asia-Pacific region encouraged.

The annual program incorporates curated, solo, and collaborative projects across a broad range of media with a key focus on critical practices that reflect and engage with current dialogues surrounding cultural production.

The gallery supports its exhibition program through the development of related public programs, education and publishing activities. An invited artist-in-residence is also offered to coincide with one exhibition per year, usually in February.

GUIDELINES
UTS Gallery accepts proposals from artists, designers, architects, curators, arts organisations and other creative innovators. Applicants are encouraged to visit the gallery and review our programming history prior to making a submission. Selection is based on artistic merit, exhibition depth, profile of the participants and relevance to the UTS community.

To submit a proposal, please complete the 2015 Proposal Form or provide a concise outline of the project which includes a conceptual / curatorial rationale, description of proposed exhibition content, including information on invited artists, and details of work under consideration, space and installation requirements, proposed timeframe & budget outline.

UTS Gallery prefers proposals to be submitted in electronic form, either emailed or sent via a file-sharing site (dropbox or similar). For hardcopy mailed proposals applicants must include a their proposal in digital form on disc and stamped self-addressed envelope if support material is to be returned.

WHEN TO APPLY
UTS Gallery exhibition program is planned 12 – 18 months in advance. A subcommittee of the UTS ART Advisory Committee, which includes the UTS Senior Curator and UTS Gallery Curator determines the program.

The 2015 call for proposals will close on 1 July 2014, proposals after this date will not be included in the 2015 assessment round.

Applicants will receive a confirmation of proposal receipt email, if this confirmation is not received please contact the gallery.

As the subcommittee with be meeting in late July, notification of outcomes are intended to be given by 29 August 2014 - please do not contact the gallery for the outcome of your submission prior to this date.

Continued overleaf:
EXHIBITION PROPOSALS SHOULD INCLUDE THE FOLLOWING:

Visual Materials:
- A PowerPoint presentation of digital images relevant to the project including artwork details on the slide (title, year and 1-2 line description if necessary);
- Up to 10 images (or 2 per artist if a group exhibition) and/or up to 10 minutes of time-based materials on CD, DVD or USB drive;
- Visual material may also be submitted via Dropbox (please contact the UTS Gallery if you would like to be invited to a submission folder);
- 8 – 10 images for solo exhibitions and 10 – 20 for group exhibitions. Accepted formats, 35mm slide, CD-ROM (Mac compatible), DVD or video. Video work, QT/Avi format and finished end products (DVD) & compilation works on 1 disc looped;
- All visual material must be clearly labeled with name, title, year, dimensions and medium.

Reference materials:
- CV listing previous exhibitions/projects (one page maximum);
- Curators should also include CVs for participating artists (one page maximum per artist);
- Publications/editorial/website links relevant to the proposed project.

Contact details:
- Contact details are required for all participants and names of all participants;
- Current curriculum vitae (one page) for all participants;
- A clear and concise description of the exhibition, proposed work and concept (no more than 2x A4 pages).

Please also note your preferred calendar dates for exhibiting.

EXHIBITION EXPENSES
General exhibition and promotion expenses are covered subject to available funds. Special requirements need to be negotiated well in advance with the curator. UTS Gallery reserves the right to accept or reject exhibition proposals in accordance with its discretion. If the exhibition requires significant materials, equipment, travel or freight costs it is the responsibility of the applicant to ensure these costs can be met.

The following exhibition costs are normally covered by UTS Gallery:
- Artist and curator fee/s
- Publicity and promotion including print and online advertising, invitations and media
- Assistance with the install and de-install of exhibition.
- Documentation of exhibition for gallery requirements
- Small exhibition guide and signage
- Opening and public program (if applicable)

SUCCESSFUL APPLICANTS
All successful applicants must enter into an exhibition contract with the UTS Gallery through UTS ART. UTS ART must approve any deviation from the original exhibition proposal. Use of the UTS Gallery on any grant or sponsorship application requires written approval of the UTS Curator.

Please contact the UTS Gallery curator if you would like to discuss your proposal further.

Hardcopy proposals should be sent to:
UTS Gallery
PO Box 123
Broadway NSW 2007