



## Installation Exhibition Request Form

The City of Upper Arlington Cultural Arts Commission is accepting proposals for the Concourse Gallery. The Concourse Gallery is located at 3600 Tremont Road, Upper Arlington in the Municipal Services Center. The gallery has 181 linear feet and 3500 square feet in which to install two and three-dimensional works of art. The City of Upper Arlington has dedicated this space to the arts for over 30 years.

Each exhibit features interactive pieces such as gallery guides and discussion prompts located throughout the gallery. Artspeak, a concourse conversation on art series of free lectures and Concourse Gallery tours make this venue accessible to visitors of all ages and art-sophistication. The Visual Arts Committee, charged with selecting work to be shown in the gallery, is comprised of practicing visual artists, administrators and patrons. The Visual Arts Committee balances the desire and need for exhibition space and exposure by professional and community artists. International, multi-cultural and regional professional artists' work are exhibited, as well as work by student artists in Upper Arlington schools. The Concourse Gallery is a place for work that is challenging, thought provoking and dynamic.

The Cultural Arts Commission will publicize the exhibit, print exhibition postcards that reach over 4000 households, distribute e-postcards to our e-mail list and provide an opening reception. The Visual Arts Committee offers an opportunity for artists creating installation. The submission deadline is June 18, 2010. An installation show is scheduled each November.

**Proposals must include the following:** (Please take pains to adhere to these parameters, otherwise excellent work may be passed over)

- Ten-digital images of work. **Digital format requirements: Baseline JPG, 960 pixels horizontal/ 960 pixels vertical, 300 dpi, image file size must be less than 1.8 MBs**
- Contact information including: Name, Date, Address, Phone, E-mail, Web site
- A resume, including a listing of previous exhibitions
- An artist statement regarding the installation and its connection to the space
- Comprehensive proposal including diagram of installation and support materials

Applicants are encouraged to contact Staff to tour the gallery in advance of applying.



CITY OF | **UPPER  
ARLINGTON**

**CULTURAL ARTS DIVISION**

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2005  
Melissa  
Haviland



2006  
Deana  
Rennick



2008  
John Davies



2009  
John McCutcheon

