



# GUIDELINES FOR EXHIBITION APPLICATION FOR GROUPS

## GENERAL PROCESS

- Complete and submit the online [Exhibition Application for Groups](#) (link)
- The **Northville Art House Exhibition Committee** reviews proposals throughout the year
- Exhibitions typically planned at least 6 – 12 months in advance.
- Notification of acceptance with available dates of exhibition and reception sent by email and/or phone
- Upon Group written (email) or verbal agreement of dates of exhibition and reception:
  - At least one artist from Group **must** be/become a **Northville Art House** member
  - Complete and sign the [Art Exhibitions and Sales Agreement](#) (link) from a group representative
  - **Submit payment of \$250** 1-month prior to exhibit; includes installation, publicity, and reception

## ARTWORK SELECTION

- Juried by **Northville Art House Exhibition Committee – Additional \$150 fee**
  - Each artist completes an online entry form submitting artwork image(s) and information
  - Exhibition Committee / Juror reviews and notifies the group representative of selections
- Juried by a juror selected by the Group – **No Cost** (maximum 50" size and approx. 50 artworks)
  - The group representative sends completed inventory with artwork image(s) and information
  - Or each artist completes an online form with accepted artwork, images, and information

## SUMMARY OF TERMS AND CONDITIONS

### The **Northville Art House**:

- requires all work to never have been exhibited at the Art House
- provides publicity and a reception
- reserves the right to select the work, installs the exhibition, and handles the sale of the work
- encourages artists to sell their work, but does not require, with a 35% commission charged on all sales
- exercises professional care in handling work; however, **insurance is the responsibility of each artist**

## ARTWORK PRESENTATION

### The **Northville Art House** requires:

- All work be original, in excellent condition, ready for secure installation, and labeled with name and title.
- Unsuitably prepared, hazardous, unstable, or extremely fragile delivered work will be declined.
  - Artists will have up to 48 hours to rectify any issue.
- All 2D works be ready for hanging with a wire. Sawtooth hangers are NOT accepted.
  - Works on paper must be framed.
  - Canvases should be framed, wrapped, or have painted sides. Frame not required.
- All 3D work be free standing, stand on a pedestal, or hang securely with a wire, rod, or other hardware.
- Equipment or instructions for special artwork hanging and installation should be delivered with the work.

The **Northville Art House** staff will do their best to accommodate any requests. Please direct any questions or alternative presentation solutions to **Ryan Kaltenbach, Creative Director**, [exhibits@northvillearthouse.org](mailto:exhibits@northvillearthouse.org).