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AS220 Updated Policy

AS220

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June 15, 1999

The core of AS220's mission is ensuring that all Rhode Island artists have an opportunity to exhibit or perform their work without being juried, censored, or otherwise silenced. For 14 years, AS220's stage and gallery programs have strived to accommodate all work from all Rhode Island artists without regard to its genre, format, content or calibre.

Our gallery program carries out this mission by taking a hands-off policy toward the hanging of a show. Beyond specifying the opening and closing dates and determining the space where the show will hang, we do not dictate anything about what an individual artist can and cannot put into the show.

Historically, our approach to group shows has followed this same hands-off policy. We have always left it to the person or persons organizing the show to determine how work will be collected and displayed. This was the approach to the current exhibit organized by the Rhode Island Pride Committee, and all decisions about the content and presentation of that show were made by representatives of the Rhode Island Pride Committee. Historically, this approach has not been an issue for the artists seeking to be involved in group shows here

The events that have transpired since the Rhode Island Pride Committee show was hung in our Upstairs gallery has convinced us that we need to reexamine our approach to group shows. While we want to accommodate as many forms of artistic expression as we can, we cannot risk having individual artists work actively censored from shows hanging in our building.

We have revised our policy on group shows to ensure that we can continue to present them while staying true to our mission as an unjuried and uncensored gallery. The new draft of our policy would reject juried group shows - if an open call for work is issued, our gallery director will deal directly with all the artists responding to the call, to ensure that all work that is submitted under the open call is included in the show. If a group or individual wishes to hold an invitational show, we will ask to be provided with a list of those individuals who were invited at least one month before the hanging date so that there is no ambiguity about whose work will be included in the show.

AS220's mission is broad and inclusive, and it is a challenge to create clear and simple policies that protect that mission. The representatives of the Rhode Island Pride Committee did not violate any standing AS220 policies, but the events of the past weeks have made it clear that our policies must be revised to ensure that AS220 remains an unjuried, uncensored home for Rhode Island artists. We regret the confusion that many have felt, and thank those members of the community who have shared with us their views on this matter.

The Opening

Openings are on the third Thursday of every month from 5-9 PM. This is also "Gallery Night Providence". About 10 other galleries participate in this, you might have seen the trolley, which brings people around to the galleries. If you would like more information on Gallery Night, please feel free to ask.

AS220 is one of the most visited galleries in the circuit. Our participation has increased the traffic we see on opening nights, as well as diversified the population of those visiting our galleries.

AS220 does not provide food or beverages for the opening. Downstairs and upstairs are generally organized separately, but not always. It is up to the individual artists to come to an agreement on how it will all work out. This is one of the reasons we try to get everyone to hang their work on the same day, that way everyone can meet and have an opportunity to discuss these things. It is best to get here at least by 4:30 the day of the opening in order to set up tables for your food and beverages. This is a celebration in honor of your work. It is up to you to make of it what you want.

Invitations/Press

As of September 1999, we are now using Modern Postcard for our gallery invites. They provide full color, deluxe size, professional invitations for a reasonable cost. The cost for invitations is absorbed by AS220. Unfortunately, this means only the upstairs gallery and the cafe will have invitations available to them. Depending on the number of artists showing, each artist will receive approximately 100-150 invites.

In order for you to receive your invitations in a timely manner, the Gallery Director will need to have a photo, slide or digital file **at least a month** ahead of time. Please check with the director regarding specifications on these. For example, the only slides we can accept are standard size and the best photo size is 8 1/2 x 11.

If you would like extra invites, let the gallery director know when you leave your image. The extra cost must be paid for by the artist. The gallery shows are mentioned in AS220's bimonthly newsletter, we also select images to go along with this announcement. This newsletter is mailed in bulk to our membership. We are also going to begin preparing press releases for every opening. If there are certain things you want/do not want mentioned in a press release, please make this clear to the director ASAP.

Showbook Materials

A showbook is prepared for each show and is open to the viewing public. When people take the time to visit a gallery, they want a special experience. They are curious about you and any extra information we can provide adds to this experience.

These materials include your full resume (as many pages as you like, as comprehensive and extensive as you like), biographical information, articles, photographs, and artist's statements. Unlike the bio sheet, the information that we ask for is not specific. It is what you want to give us. Whereas we ask for something short and sweet about your work on the bio sheet, for the showbook you may be as descriptive and elaborate as you want. Some artists have made "mini catalogues" and included small drawings in the showbook. Be as creative as you like.

Please have your materials ready as you want them to appear. **Decide whether you want your address and phone number available to the viewing public.** What you give us will be placed directly into the book, deadline for these materials is anytime before the opening.

The Week Before Your Show

Here are things you want to coordinate the week before your show:

Label Information:

How do you want them to read?

Title and artist? Title only? Title, artist and medium? etc.

When you provide a list of titles make sure these titles are indicated in some way on the work.

Price List Information:

For each pieces provide a price, NFS or POR.

Hanging Appointment:

Make sure you have called and arranged a time for the Monday before the opening to hang your work. This is very important especially if you are sharing

the space with another artist. You need to both be there at the same time, in order to democratically arrange how you are going to share the space.

The gallery has only very basic hanging supplies. You must bring everything you will need to hang the show including tools and hardware. If you have "special needs", such as shelf building or heavy wall anchor devices, bring the equipment you need with you. The make up of the various gallery walls differ from space to space. I will be there when you hang for advice and assistance. Please let me know your needs and concerns.

Food/Beverage:

If you do not want to have to deal with food, the AS220 Cafe does some catering, see them at least 2 weeks ahead of time to arrange this. They can also provide beverages, if you let them know far enough ahead of time to order.

Sales/Liability

AS220 takes a 30% commission on all artwork sold.

All sales will go through the Gallery Director.

The Gallery has no insurance and cannot be held responsible for loss, theft, or damage of artwork. In agreeing to exhibit your work at AS220, it is implied that you are aware of and in agreement with this situation. You will need to sign a release prior to hanging of your work.

Checklist:

1. Image of your work (slide, photo, digital file), one month prior to show
2. Bio sheet, one month prior to show
3. Showbook Materials: resume, articles, artist statement, etc.
4. Appointment for hanging
5. Information for labels and price list
6. Arrangements for food and beverages
7. Information for press releases, one month prior to show (if not the same as the bio sheet)
8. Materials/tools needed for hanging
9. Appointment for removal of work

Taking Down You Show

Please be prepared to take down your show the Sunday after it closes. Please see the front page of this letter for an exact date. Your cooperation is essential. All the galleries walls have to be prepared for the next show which is hung the very next day. AS220 takes care of the painting and patching of walls between shows. If you absolutely can not take your show down on the date specified please make alternative arrangements with the Gallery Director.

One More word

Thank you for being a part of AS220! your show is exactly what you want to make of it. You may hang what you like and are limited only by the size of our walls and exhibition space. Here is where you can try a new style or experiment with a new method.

Try out the "Open Window" or the "Brick Wall" for a chance to preview work when you don't have a regular show scheduled with us. There is a high demand for exhibition space here. There is a required two year wait between shows in the main galleries and a one year wait between shows for both the Open Window and Brick Wall spaces.

Talk to us! Your comments and suggestions are appreciated. Ask us about volunteering, we always appreciate and need extra help. Once again, thanks, and I look forward to working with you.

One Page Bio Sheet

The bio sheet is very important in AS220 public relations efforts. A lot of people have not heard of bio sheets before, so I would like to be specific about what we need. Consider the bio sheet as an introduction of you to the media. These people do not have the time and can not take the time to peruse your resume. They need something simple, clear and on one page. It is a really good idea for artists to have bio sheets updated regularly and ready to hand out.

For example, here is a basic outline of the information needed:

Your name

Where you were born

The community where you live (not your address)

Your education:

Where you received your degree (s)

What your degree (s) is (are) in

The date (s) you graduated

(If you have no formal art education, or received no degrees, this is interesting and possibly pertinent to understanding your work, so include this)

Your occupation (s)

Your three latest shows (choose the three best, not necessarily last)

A brief statement about your work

Your medium or media and what attracts you to it

Your methods and/or approach

Your subject matter and what attracts you to it

Historical references - periods or artists that have influenced you, something you are responding to or reacting against

Etc.

I assume the risk of exhibiting my work on the premise of AS220. I do not hold AS220 or it's staff responsible for the loss or damage of my work while it is on AS220's premise. I recognize that AS220 does not hold insurance for it's exhibitions.

Signature

Place Exhibiting

(Cafe, Gallery, Open Window, Brick Wall, Muse Union Gallery)

Date