

Chinese Culture Center Exhibition Submission Guideline (working document, March 28, 2007)

There is no deadline for this application.

Chinese Culture Center Gallery is located on the 3rd floor of Hilton Hotel at 750 Kearny Street, San Francisco, CA 94108, USA. Exhibitions at the Chinese Culture Center Gallery are usually booked up to three years in advance.

Eligibility

The Center's exhibition policy emphasizes works by Chinese and Chinese American artists and curators. Other artists or curators whose works derive from or utilize Chinese genres, motifs, and techniques; or whose works illustrate important aspects of Chinese culture, history, or Chinese-American experience are also considered.

Selection Process

The Chinese Culture Center of San Francisco presents exhibitions of artists and artworks that belong to at least one of the following categories:

1. Artists/curators who demonstrate exceptional talent, whose artistic vision/concept makes a philosophical, theme specific or artistic statement, and whose art represents a positive contribution to the art field.
2. Established, world-renowned artists/curators with a solid record of exhibitions; whose art works have been published and recognized by critics and art historians.
3. Historical, archeological, folkloric, and fine art forms that deal with interesting periods in the history of Chinese culture and civilization.

The primary selection criterion is artistic excellence as represented by your submission. Applications are pre-screened and evaluated against selection criteria by our staff and Art Advisory Board. The Art Advisory Board reviews all of the selected artists and exhibition proposals. The final selection and implementation of exhibitions is entirely within the Center's discretion.

Notification

Artists or curators will be notified by email after the approval process is complete. This process takes at least **6 months** to complete. If you are selected for an exhibition, the gallery will retain your proposal for the gallery archives.

Artwork Submission

When submitting images: No less than 10, up to twenty JPEG images of previous work on a CD-R, each image size should not exceed 300 dpi. The CD-R must accompany a sheet listing your name, title of piece, media, dimensions and date.

When submitting a VCD or DVD, artists whose work incorporates video as a visual component must submit a sample cued to the best viewing portion. You must put your name, phone number, title of work, and total running time on the disc.

When submitting a site-specific installations: submit a typed, one page project proposal that includes your concept and how you will successfully execute your project. You should submit drawings, samples and any other visual support materials which will convey the look and feel of your project. Materials should not exceed 8.5" x 11". You may download the floor plan PDF from our website.

Apply as an individual artist

- Submit artworks per guidelines above
- Application Form
- Image information by the order on the CD-R
- Artist Resume/Bio
- Artist statement
- Exhibit budget, funding source and promotional ideas.

Apply as collaborative teams

Submit all of the individual artist requirements plus the following items:

- Up to 10 JPEG of previous work by each team member on one CD-R
- Application form for each team member
- Image information by the order on the CD-R
- Artist Resume for each team member
- One typed page describing the collaborative efforts.
- One lead artist must be chosen to represent the group to communicate with CCC.
- Exhibit budget, funding source and promotional ideas.

Apply as independent curators

Submit all of the individual artist requirements plus the following items:

- Up to 20 JPEG of artists whose work will be in exhibition and images of exhibitions you previously curated.
- A brief one page letter from the curator/curatorial team outlining the central ideas for the proposed exhibition (please note that curators should not include their own artwork in the exhibition proposal.)
- A list of names and contact information for each artist being considered for the proposed exhibition.
- Resumes/bios for each curatorial candidate, including any background relevant to this particular exhibition.
- Exhibit budget, funding source and promotional ideas.

Important information

- CCC is not responsible for lost submissions.
- Make sure your name is on every item you submit
- Do not staple or fold materials. Use letter sized white paper
- Do not send original work, books or photographs.
- Review the floor plan in detail, it is helpful to tailor your proposal to the space.

- You must include an SASE (Self-Addressed Stamped Envelope) or your material will not be returned. Use the same size envelope of your submission. All overseas submission will not be returned.
- Please do not apply if you do not agree with the guideline.

Enclosed:

- Application Form
- Gallery Floor Plan

Mail your materials to:

Attn: Exhibit submission

Chinese Culture Center

3/F, 750 Kearny Street

San Francisco, CA 94108

THANK YOU FOR YOUR INTEREST

For more information about this program, see www.c-c-c.org.

Chinese Culture Center is proud to present the following exhibits in the past:

International Modern Brush Painting, curated by renowned critic Daojian Pi, installation design by Lampo Leong, including established Chinese artists from all over the world.

Present Tense, jointly presented with Kearny Street Workshop, featuring emerging American Chinese artists in San Francisco bay area.



Chinese Culture Center Gallery
Exhibition Application Form

Please type or print legibly

1. Name of Artist:

2. Mailing Address:

3. City, State, Zip, Country:

4. Daytime phone:

5. Evening Phone:

6. Email:

7. Website:

8. Age:
 (Minors must be co-signed by guardian)

9. Medium:
 Painting/drawing Printmaking Flash DV Photography
 Craft (includes ceramics, glass, fiber, textile, mixed media, etc.)
 sculpture/installation Calligraphy Seal-making Other (please explain)

Proposal Checklist

- 10-20 JPEG CD-R
- VCD or DVD if necessary
- SASE
- Application Form
- CD Image List
- Artist Bio/Resume
- Artist Statement
- Exhibit budget, funding source and promotional ideas.
- Installation proposal
- Curatorial proposal (for curator only)

Additional visual support materials (optional)

Read and sign:

I certify that I have read and understood the Exhibition Submission Prospectus, I certify that I am the author, sole owner, or authorized representative of the material I am submitting to Chinese Culture Center.

 Signature

 Date