

**Pendulum Gallery  
HSBC Building  
885 West Georgia  
Vancouver BC**

### **Application for Exhibition**

The Pendulum Gallery is a unique and adaptable exhibition space, located in a central location in downtown Vancouver. It was established as a not-for-profit exhibition space by the City of Vancouver in 1986.

The mandate of the gallery is twofold:

1. To provide an alternative public exhibition venue in the city for artists and arts groups who would like to exhibit in a highly visible but non-traditional gallery environment.
2. To provide an exiting and varied exhibition program that appeals to both casual visitors to the building and a dedicated gallery going public.

Exhibition proposal review and programming takes place annually in December of the proceeding year, although we do allow for some additional exhibitions to be added throughout the year. We are currently accepting 2011 Exhibition Proposals from individuals, groups and organizations interested in holding art or design related exhibitions at the gallery. The deadline for application is November 20, 2010. Successful applicants will be notified by email by December 15, 2010

All proposals are reviewed by a panel and selected on the basis of:

- artistic merit
- focus or theme of exhibition
- diversity among media, disciplines and cultures
- suitability to a commercial building atrium space

Application should contain the following information:

- Proposal statement on theme or purpose of exhibition
- participation artists and CV's
- images of works in jpg or hard copy format
- preferred dates (2 or 3 week periods; 1<sup>st</sup> and 2<sup>nd</sup> choices for dates)

If submitting proposal in hard copy, please provide information in a standard 8.5 x 11" format, contained in a suitable binder. The binder should include all relevant material for your application. Note we do not review websites, blogs or other online material during the Selection Panel Review.

### **Contact**

Applications for exhibition can be submitted by post or email

Pendulum Gallery  
c/o 2222 Brunswick Street  
Vancouver, BC; V5T 3L7  
[chriskeatley@shaw.ca](mailto:chriskeatley@shaw.ca)  
604 250 9682

## Exhibition Fees

The Pendulum Gallery is a not-for-profit operation, which operates on a cost-recovery basis. We charge an exhibition fee (\$2500 / 2 weeks : \$3500. / 3 weeks) that covers the Gallery's costs in administering and mounting an exhibition. We can provide management for all aspects of putting a show together, from initial planning through to installation and takedown. Exhibitors are welcome to sell their work, and no commission is charged by the Gallery.

**Facilities Provided:-**The use of the Pendulum Gallery includes the use of:

- 21 panels (3'9" width x 7' height) complete with all hardware;
- use of 20 display cases with secure top (various sizes/heights - heights 36, 39, 42, 45 and 48 inches base widths - squares - 16, 18, 20, 22, 24 and 26 inches);
- installation hardware for hanging works on panels
- gallery prep person to put up panels and hang works on date of installation and provide assistance during takedown.
- access to piano for reception events.
- gallery provides listing and show information to local media, but does not provide paid advertising or mail out notifications. Gallery provides e-vite notices for shows to selected individuals and arts groups and organization, as well as posting of show information on gallery website. [www.pendulumgallery.bc.ca](http://www.pendulumgallery.bc.ca)
- Lighting of panels and display cases is by indirect ambient light as exists in the building atrium. There are 6 floor plugs in the central area for special lighting or electrical requirements.

## Receptions

- The Pendulum Gallery provides the space only for Reception and Special Events. All other costs and coordination are the responsibility of group holding Reception or Event. If liquor is to be served, the event coordinator will need to obtain a Special Occasion License and hold a "Serving it Right" certificate from the BCLCB. <http://www.bliquorstores.com/en/customerservice/licences/howtoapply> and carry personal liability insurance of min of 5million for the event itself.
- For exhibitors, evening receptions are included in the cost of the rental provided they take place on a Thursday or Friday evening. Receptions requested on evenings other than Thursday or Friday are under jurisdiction of the Owner and additional charges apply. Receptions are to run between the hours of 6-8 pm only, with clear out by 10 pm. In addition to the foregoing fees, Licensees are charged by the Owner at the rate of \$270/100 people for extra security and janitorial services on the evening of the reception event. This is a mandatory charge.
- The loading capacity of the space is 300 people with an exhibition and 500 with no exhibition in place.
- Exhibition material on display is not to be removed or relocated for reception or special events.
- Evening Receptions are to run 6-8 pm with all cleared out by 10pm, unless agreed in advance with the Exhibitions Coordinator.
- Daytime Receptions can take place on Saturdays if approved by Coordinator. These events are to be a maximum of 4 hours in duration, with clear-out by 5pm.
- As the gallery is officially open to the public until 9 pm on Thursday and Friday evenings, and until 5pm on Saturdays, any reception and special events that take place on a Thursday or Friday evening or on Saturday afternoons have to allow public access into the space.

## Insurance

Art works and materials on display are covered under the Pendulum Gallery's insurance policy. We require exhibitors to provide accurate values and documentation required to the satisfaction of the Licensor prior to installation, insurance of art items with a total value up to \$100,000 (max \$10,000 per item) on display in the Pendulum Gallery will be provided by the Gallery.

To ensure the work in the exhibition is covered by the insurance policy provided by the Committee, the following is required prior to the opening of the exhibition:

- i) Digital images (jpg format) or photographs of individual works to be included
- ii) Title, date, medium and size of individual works to be included
- iii) Value of work

Note that any payments made under a claim will be for repair of artwork or display material if damaged. If artwork or display material is damaged beyond repair, stolen, or goes missing, payments will be based on replacement value or 50% of retail value of artwork, whichever is less. This amount is calculated as 50% of retail value of work as specified on artist work documentation values. When assigning values to works of art, please note that should any instance arise where a claim is made on the Gallery's policy, the artist will be required to provide documentation supporting the monetary value assigned to the work.