

## **Pendulum Gallery Application for Exhibitions**

The Pendulum Gallery is a unique and adaptable exhibition space, located in a central location in downtown Vancouver. It was established as a public arts venue by the City of Vancouver in 1986, and is run as a non-profit enterprise, under the guidance of a Board and the direction of a Managing Curator.

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 a stimulating and varied exhibition program that appeals to both casual visitors to the building and a dedicated gallery-going public.

Exhibition proposals can be submitted at any time throughout the year. We accept proposals for the upcoming calendar year as well as proposals for up to two years in advance of the exhibition date. Due to the high demand for the Gallery, and because we also have a number of exhibitions that are curated by Pendulum Gallery in any year, the year ahead is usually programmed by September of the preceding year.

Application should contain the following information:

- Proposal statement on theme or purpose of exhibition
- participating artists and CV's
- images of works in jpg or hard copy format
- preferred dates (2-4 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. We will review on-line material in support of an application, but information requested in this document must also be supplied.

### **Exhibition Fees**

The Pendulum Gallery is a not-for-profit organization, which operates on a cost-recovery basis. We charge an exhibition fee that covers the Gallery's costs in administering and mounting an exhibition. This fee varies from \$2500 - \$6000 depending on the type of exhibitor and the length of exhibition. We provide management for all aspects of mounting a show, from initial curatorial and planning through to installation and takedown. Exhibitors are welcome to sell their work, and no commission is charged by the Gallery if an exhibition fee is paid. However, the gallery's primary mandate is as a public exhibition space rather than a commercial operation, and the selling of works is not coordinated or administered by the Gallery.

### **Contact**

Pendulum Gallery  
c/o 1320 West 33<sup>rd</sup>  
Vancouver, BC V6M 1A5  
[chriskeatley@shaw.ca](mailto:chriskeatley@shaw.ca)  
604 250 9682

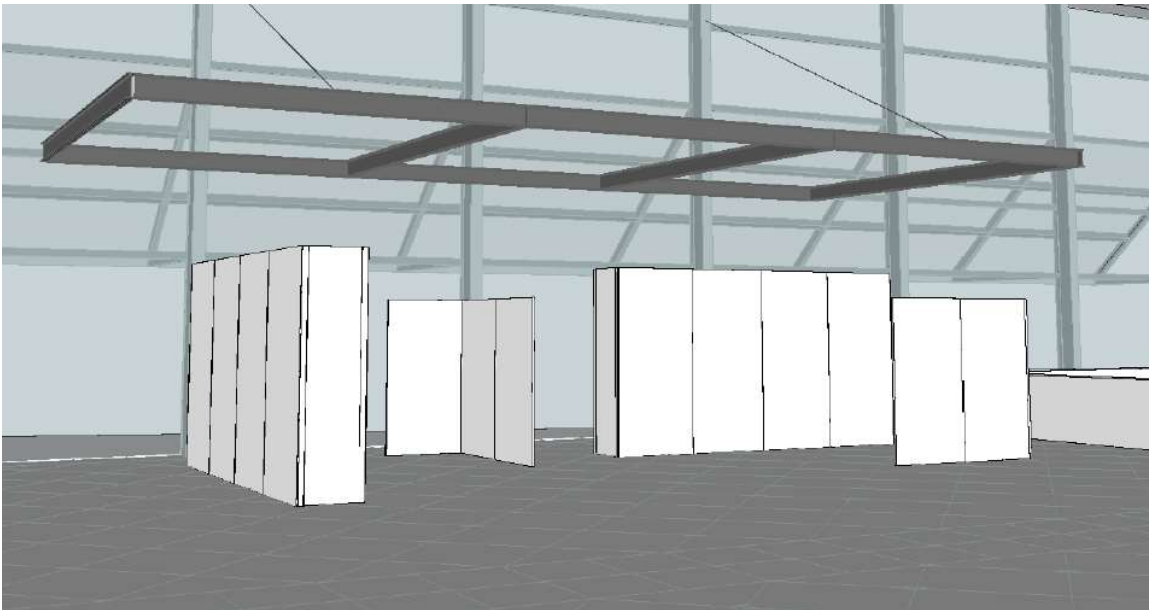


Pendulum Gallery : David Blackwood Exhibition – Jan 2017

The exhibition fee covers the cost of rental of the gallery and facilities (see below) as well as management and administration of the exhibition itself. We coordinate media contacts and listings as well as promotion of exhibition on social media (Facebook and Instagram). We also provide curatorial input for planning exhibition leading up to show and professional layout and hanging of the artworks at installation.

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

- a) 2 large pivoting metal walls (17'width x 9' height)  
12 metal panels (4' width x 7' height) complete with all hardware for setting up configurable wall sections
- b) 6 display stands with secure top (various sizes/heights as available)
- c) 1 large (6' length – 2' interior display ht) lockable glass vitrine
- d) installation hardware for hanging works on panels and walls
- e) gallery prep person to put up panels and hang works on date of installation and provide assistance during takedown.
- e) gallery provides listing and show information to local media but does not provide paid advertising. Gallery provides email notices for shows to selected individuals and arts groups and organizations. Any mail out notifications are responsibility of exhibitors.



Pendulum Gallery - view from middle of Atrium looking West – wall configuration option

### Installation system

The gallery uses an earth magnet system for hanging art works on steel walls. Magnets are fitted with hanging hooks similar to those used for hanging pictures on regular walls. Works should be prepared to be hung by either wire fitted across back of artwork or D rings attached to back frame of the artwork.

These magnet hooks come in various sizes and can hold a work up to 50lbs. for heavier works, PG utilizes a chain and S hook system that is supported from the top of the large pivoting walls.

Lighting of walls and display cases is provided by a lighting frame suspended over the display area. The gallery has a wireless security system which utilizes RRIF tags that can be applied to artworks as required.

See Display System Setup Options PDF for standard configurations of walls.

## Receptions and Special Events

- The Pendulum Gallery provides 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.bcliquorstores.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 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 Curator.
- 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 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 \$20,000 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.