



Exhibition Application – Arts Groups

All decisions regarding approval of gallery applications and scheduling of exhibitions are made by the Assembly Hall Art Gallery Committee and staff. The Gallery Committee is committed to providing the community with a varied and quality slate of shows each year, and as such strives to present a balanced roster of exhibitions in all media and styles, from all regions and age groups. To assist us in this process, please provide the following information.

Arts Organization / Collective Name: _____

Main Contact Name: _____

Main Phone: _____

Other Phone: _____

Website: _____

E-mail: _____

Address: _____

City: _____

Postal Code: _____

Participating Artists: _____

Requested dates for exhibition:

What year are you applying for? _____

Which season is ideal for your exhibition? (Winter, Spring, Summer, Fall) _____

Exhibition space: Please mark all applicable boxes. Small shows will only be exhibited in the Main Gallery. Important Note: Gallery viewing hours are only guaranteed for the Main Gallery. Due to the nature of a multi-purpose facility, the Lobby will have limited viewing access.

Proposed title of show: _____

Estimated # of small works (all outside dimensions smaller than 24”): _____

Estimated # of large works (one or both dimensions larger than 24”): _____

Estimated # of 3D works for display cases: _____

Please note: The Assembly Hall Gallery can accommodate up to 60 pieces. To fully use the main gallery space, we recommend that a minimum of 40 pieces be submitted.

Description of show (theme, types of media):

Past shows by your group (please include dates, show titles, locations and/or promotional materials)

What are the entry requirements for your show?

Do you encourage community participation? If yes, how?

What is the method of selection of artworks?

Images:

Please include 10 electronic images of the work you intend to show, or if unavailable, images of your previous work that reflect the type of pieces that you intend to show. Images must be submitted by email, Dropbox, or on a CD that is delivered or mailed to the Assembly Hall. Please note that applications will not be considered by the Gallery Committee until images have been received. Please indicate your image submission method.

CD Mailed CD Delivered Email Dropbox Link Provided

Exhibition Fee:

If approved, the exhibition fee is \$197.75 (\$175 + HST). This fee is not due until your dates and gallery permit has been confirmed. Additional rental space and services may include extra charges.

NOTE: All fees are subject to change without notice.

Declaration of Application and Acceptance of Assembly Hall Gallery Policies

I certify that the information in this application is true. I have received and read the **Assembly Hall Gallery Information & Policies and Terms of Entry** and will comply with all the stated regulations. Failure to comply with the regulations outlined in the Terms of Entry, may result in the refusal of exhibiting future art shows at the Assembly Hall Gallery.

Name (print):

Date:

Signature

Return your completed application electronically via assembly@toronto.ca or mail/deliver the hardcopy to the Assembly Hall, 1 Colonel Samuel Smith Park Dr., Toronto, ON M8V 4B6

Please direct any gallery-related questions to Hyesoo Kim at 416-338-7255 or assembly@toronto.ca.

Please note: Personal information provided is collected under the authority of the Municipal Act, 2001. The information is used exclusively by Assembly Hall staff and volunteers to process gallery applications. Questions about this collection can be directed to: Community Cultural Coordinator, The Assembly Hall, 1 Colonel Samuel Smith Park Drive, Toronto, ON M8V 4B6 ph: 416-338-7256.