

CALL FOR SUBMISSIONS

Ridge Gallery Rentals

September – December 2023

Artist Information:

Apply for a short-term gallery space rental during the months of September to December to sell and exhibit your visual artwork at the beautiful, historic Cedar Ridge Creative Centre. Gallery rentals are available on a biweekly basis from September – December 2023. Cedar Ridge welcomes artists of all abilities, individual artists and/or artist collectives, as well as professional and emerging artists. The facility offers three main floor gallery spaces.

Rental rates are \$520.00 (HST included) for two weeks for all three rooms. Cedar Ridge Studio Gallery collects a commission of 20% on sales, which goes towards gallery operations.

No fee is required for submitting an application. Applications are assessed by the Gallery Committee.

Successful applicants will be notified via email by Friday, November 4, 2022.

Deadline for Submissions: Friday, September 23, 2022, at 4 p.m.

Submission Requirements:

- Application form
- Up-to-date curriculum vitae, maximum 3 pages
- Cover letter, maximum 1 page
- Artist statement (including the media, technique, theme or context of your artwork), max 1 page
- Maximum of 10 digital images and up to 3 videos of recent works. Please format images as JPEGS. The images should imply the general idea, theme or impression of the proposed exhibit. Half of the images submitted must be of works included in the exhibit (if works are not an installation).
- Corresponding list of images containing title, dimensions and medium.

Image Specifications:

- PC-compatible files only
- JPEG format only
- Image resolution: 72 dpi – 300 dpi
- Image size: Maximum of 500KB (0.5 MB each)
- RGB or SRGB colour mode files only (no CMYK)
- Images must be labelled: name of applicant, title of the work, followed by a number (example: J. Doe_ Untitled_01)

Please do not submit:

- MAC files that are not fully PC compatible
- Any type of presentation format
- Zipped, Stuffit, or other compressed files
- Any digital materials that require software, plugins, extensions or other executables to be downloaded or installed will not be reviewed.

How to Apply by Email

Email all proposals to the Cedar Ridge Gallery Committee at: crcc@toronto.ca

Ensure that a PC computer can process all document and image files. It is your responsibility to ensure that submitted files are not corrupted, illegible or improperly formatted. Please send your entry information as a WORD (.doc) or PDF (.pdf) document and all image files as JPEGs.

How to Apply by Mail

Digital applications and proposals are preferred. If hard copy proposals are the only means of applying, applicants are also welcome to mail their proposals to Cedar Ridge Creative Centre:

Attention: Cedar Ridge Gallery Committee - Ridge Gallery
Cedar Ridge Creative Centre
225 Confederation Drive
Toronto, Ontario, M1G 1B2

Exhibition Information:

- Floor Plan provided
- Artists may hang or anchor exhibitions by use of the chains and "S" hooks or nails provided by the gallery
- Artists may use display pedestals with plexiglass tops
- All work must be professionally presented and ready to hang with wire and screw eyes
- Artists are responsible for installation and de-installation of their exhibit
- Installation will occur on a Friday from 12 to 4 p.m. De-installation will be on a Friday from 9 a.m. to 12 p.m.
- Exhibition must adhere to all the current Toronto Public Health and Provincial regulations
- Artists must indicate prices for pieces for retail and/or insurance purposes
- Upon acceptance, a \$50 deposit is required
- Cedar Ridge Studio Gallery will take a 20% commission on all art sales resulting from the exhibition
- All works must conform to the City of Toronto Human Rights and Anti-Harassment/Discrimination Policy and be suitable for a general audience
- Cedar Ridge reserves the right of final decision on the suitability of the content

Included with Rental Fee:

- Art insurance coverage
- Space/time for opening reception, if allowed under current health regulations*. Exhibitor to provide food/beverages
- Exhibition marketing
- Gallery maintenance
- Free parking

***Reception must adhere to all current Toronto Public Health and Provincial regulations**

Have questions about the submission process? Call Cedar Ridge Administration at 416-396-4026.

Important: Candidates submitting digital support material that does not comply with the guidelines may have their application withdrawn. Floor plans of the gallery space are available, contact crcc@toronto.ca

Cedar Ridge Creative Centre

Call for Artists Application Form

Applicant Information

Applicant Name: _____

Email: _____

Website (Optional): _____

Telephone: _____

Mailing Address: _____

Number of Entries: _____

Terms and Conditions: By submitting my application to the Cedar Ridge Gallery, I agree to the terms and conditions of the exhibition as stated on the Cedar Ridge Gallery Call for Artists and application documents. If I am chosen as an Exhibitor, I grant the Cedar Ridge Creative Centre, City of Toronto a non-exclusive, non-transferable personal worldwide license to use images and accompanying information submitted to Cedar Ridge Gallery Committee, in conjunction with my name, to promote my work, and Cedar Ridge Creative Centre as a whole.

Please attach the following items to your application:

Artist Statement

Your statement should include a description of the media, technique, theme or context of your artwork. Please limit to one page in length. Must be PC compatible file.

Cover Letter

Attach a covering letter with your application describing your artistic practice and why you should exhibit your work at Cedar Ridge Creative Centre. Please limit to one page in length. Must be PC compatible file.

Curriculum Vitae/ Resumé

Include a summary of your education, exhibition record, awards, commissioned work, and experience teaching or leading workshops. Please limit to three pages in length. Must be PC compatible file.

Images

Maximum of 10 digital images of recent works and up to three videos. Please see Cedar Ridge Gallery's Call for Artists for image specifications.

List of Images

Please include a corresponding list of images in a PC compatible file (PDF or word document preferred).

The list of images must include:

- Title
- Medium/technique
- Dimensions
- Date of Creation
- Retail Price
- File Name

