



## CALL FOR SUBMISSIONS

### Contemporary Exhibitions

January – March 2024

#### Artist Information:

This is a call for submissions for contemporary visual artists and craftspeople working in a variety of media to exhibit at Cedar Ridge Creative Centre. You are welcome to apply as individuals or as groups. Exhibitions are scheduled for approximately one month at a time between January and April 2024.

The Cedar Ridge Gallery encourages applications from artists/groups that have not exhibited in the previous calendar year, applications from members of equity-deserving communities and artists living and working in Toronto. As part of the Cedar Ridge Creative Centre & Gallery (CRCC) mandate, we endeavor to provide opportunities for a wide range of artists to exhibit in the gallery, in order to showcase a broad artistic vision that reflects the many different creative voices within the City of Toronto and beyond. CRCC is dedicated to engage and support artists and prioritizes applications from Toronto and members of equity-deserving communities, including racialized persons: Indigenous, Black, People(s) of Colour (IBPOC), persons of disabilities, 2SLGBTQIS+ and more. **City of Toronto employees are ineligible to apply to the program.**

No fee is required for submitting an application. Applications are assessed by a peer jury. **Successful applicants will be notified via email by Friday, November 3, 2023.**

**Deadline for Submissions: Friday, September 15, 2023, at 4 p.m.**

#### Submission Requirements:

- Application form
- Cover letter, maximum 1 page
- Artist statement (include the media, technique, theme or context of your artwork), maximum 1 page
- Up-to-date curriculum vitae, maximum 2 pages
- 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](mailto:crcc@toronto.ca)

## 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-Contemporary

Cedar Ridge Creative Centre  
225 Confederation Drive  
Toronto, Ontario, M1G 1B2

## Exhibition Information:

- Set up and take down must take place during specified date and times
- Artists may hang or anchor exhibition by use of cables and hooks or nails provided by the gallery – any other hanging methods must be approved by Cedar Ridge staff in advance of set-up
- All work must be professionally presented and ready to hang
- Vinyl/ laminate lettering or didactics are not to be stuck directly onto walls, they must be mounted onto another surface and hung (i.e. vellum or foam core)
- Framed work must be done in a uniform and cohesive manner
- Artist must provide their own AV equipment
- Artists may have the use of display pedestals with acrylic tops
- Artist must indicate if the work is for sale
- 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 Creative Centre & Gallery reserves the right of final decision on the suitability of the content. For more information, please visit the [City of Toronto display guidelines](#).

**Please note that the Artist/Arts Group is responsible for arranging and hanging their artwork. Limited installation assistance is available.**

## Sales

Cedar Ridge Creative Centre does not take commission on sales. All purchases must be handled directly by the artist/arts group. Contact information for sales must be provided at time of installation.

## Cedar Ridge Gallery provides:

- Opening reception
- Some exhibition marketing
- Gallery labels
- Gallery Maintenance
- Free parking
- Insurance is provided to protect the artwork from vandalism, theft, fire, smoke or water damage

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](mailto:crcc@toronto.ca)

# Cedar Ridge Creative Centre

## Call for Artists Application Form

### Contemporary Exhibitions

#### 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.

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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