

## Yukon Arts Centre Community Gallery Contract

- 1) This is your exhibition space and the Whitehorse Photography Club Artists are responsible to set up and take down their artwork. The Yukon Arts Centre staff is not responsible for installing the exhibition. Dependent on workload, assistance might be available, but in general, this is your space to install your artwork, however you would like. Please do not paint the walls any other colour than their original white.
- 2) The gallery space is available for the Whitehorse Photography Club Artists to set up their exhibit on April 3, two days before the official opening date.
- 3) Please have your artworks removed from the space and the walls returned to the condition you found them in no more than three days following the end of your exhibit (patch holes, sanding, painting, sweeping floors, etc). Paint will be provided by the gallery.
- 4) The Yukon Arts Centre does not pay artists for shows in the Community Gallery; however, the Yukon Arts Centre also does not take a commission from any sales that might occur as a result of these exhibits. Should you wish to sell artwork, please make a price list available to the public, rather than use price tags.
- 5) Printed labels identifying the artwork and artists (if applicable) are to be typed and printed.
- 6) You can have access to the gallery's stock frames to hang your pieces, as well as the gallery's collection of hanging aids, within reason (screws, tools, wire, etc). Contact the curator ([gallery@yac.ca](mailto:gallery@yac.ca)) to arrange this. Availability of frames and tools is dependent on other gallery activities.  
For frames – let us know at least a month in advance  
For tools – check your exhibition dates. If you are installing your show close to a time when we are installing our main exhibits in the public art gallery, tools won't be available at that time as they are used by YAC staff. To confirm if tools are available please contact the curator. It is recommended that you bring your own.
- 7) If you would like to have a reception (opening, closing, or otherwise) for your show, please contact the curator to discuss the details. If you are providing food for a reception, it must be cooked in a "FoodSafe" Kitchen (must come from a restaurant/catering service/grocery store). You are welcome to combine your opening with the public art gallery's opening reception if the schedules are aligned. You are also welcome to arrange a reception with a YAC's cash bar for a fee of \$90, but this must be arranged with the curator at least one month in advance.
- 8) If you would like to demonstrate your artwork during your exhibition or present an artist talk in the community gallery show you must contact the curator with your setup requirements. Demonstrating your artwork to the public is an excellent way to promote your artwork and educate the public about your specific medium. All demonstrations are voluntary and must be done during public Yukon Arts Centre hours. The Yukon Arts Centre will provide tables and chairs but the artist must supply all other materials and

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tools. The artist is responsible for setting up, taking down and cleaning up the demonstration.

- 9) Advertising is the responsibility of the artist. You are welcome to create and distribute posters for your exhibition or advertise any other format. The Yukon Arts Centre will, at your request, publicize the exhibition on artsnet, social media etc. Send an email to [galler@yac.ca](mailto:galler@yac.ca) including an artist's biography, short paragraph describing the artwork and a few high resolution digital photographs, for use on the Yukon Arts Centre website, blog and facebook account. Send this email a week before your opening, in order to ensure the site can be updated to coincide with that date.
  
- 10) The Community Gallery is made available to artists as a public service. The Yukon Arts Centre will endeavor, to the best of its ability, to ensure the safety of the artwork in the Community Gallery. However, the Yukon Arts Center cannot and does not insure the artwork and assumes no responsibility for any loss or damage that may occur while the work is on display in the public Gallery.
  
- 11) The Community Gallery is a public space within the Yukon Arts Centre; therefore, all artwork must be suitable for visitors of all ages and contain no offensive images or statements.

Artist Name: Whitehorse Photography Club

Contact: Faye Cable [fjeby@northwestel.net](mailto:fjeby@northwestel.net)

Description of Show (media, subject matter, etc): Collection of photographs from members of the Whitehorse Photography Club

Exhibition Title: To be determined

Exhibition Dates: April 4 – 26, 2014

Exhibition Opening: To be determined. To book an opening, please contact the curator three weeks in advance.

Installation Date: April 2, 2014

Take down Date: April 29, 2014

Yukon Arts Centre Gallery Hours: Tues-Fri 10am-5pm, Sat 12-5