



## **BUFFALO NIAGARA HERITAGE VILLAGE COMMUNITY ART GALLERY**

### **Mission Statement**

THE BUFFALO NIAGARA HERITAGE VILLAGE COMMUNITY ART GALLERY *will* present artwork for the encouragement and development of artistic expression, and to foster greater appreciation for art. It will strengthen and sustain our community by creating a place where people of every background can foster connections among artists and the public, to ignite the creative spirit and be touched by art.

### **Guidelines and Policies**

Exhibitions in the BNHV COMMUNITY ART GALLERY is a program sponsored by the Town of Amherst, NY, and is managed by the Curatorial department of BNHV. The BNHV COMMUNITY ART GALLERY invites artists living or working in Western NY to submit proposals for exhibits. Due to space limitations, only work that can be hung on the gallery's rod and hook system and does not exceed 15 pounds is eligible.

- The BNHV COMMUNITY ART GALLERY features (floor plan in progress) feet of exhibition space. An exhibition layout plan must be submitted as part of the proposal to the BNHV Exhibit Committee.
- Individuals or community groups that have not used the space in the past twelve months will receive priority.

### **Who may exhibit?**

- Schools, groups or individuals living or working in Western NY.

### **How to apply to exhibit in the BNHV Community Art Gallery:**

- Proposals must be mailed and digital images must be emailed to [curator@bnhv.org](mailto:curator@bnhv.org) No slides or photographs will be accepted. Read and follow all proposal guidelines in their entirety. Incomplete proposals will not be accepted.
- Include a numbered image list with artist, date of artwork, medium, and size (height by width) and a simple layout of the installation proposal.
- The Exhibition Committee of BNHV reviews all applications, approves all artworks for exhibitions, and determines the exhibition schedule. You will be notified by email of your exhibit dates. Submitting a proposal does not guarantee being selected for exhibition, and the panel may reject any application.
- Exhibitions are published on BNHV website and fb page. Any other publicity is strictly the responsibility of the exhibiting artist.

### **Installation fixtures provided:**

- A steel bar hanging system with self-locking hooks is installed in the exhibition space for hanging work.
- Display cases may be available for 3-dimensional works, depending on size. Please submit sizes. It is recommended to visit and view the exhibition space before installation.
- A standard 11" x 14" vertical sign including the exhibition title, individual or group name, and artwork identification list (if not using labels) is required and must be printed by the exhibitor. The sign must be inserted into the 11" x 14" standing display. This is a standard size.
- No additional hardware, fixtures, signs or labels of any kind may be attached to the display walls. Labels must be computer generated and not handwritten. Please attach to the frame or matboard. For 3-dimensional works, freestanding labels can be placed in the cases.
- Exhibits may not be changed or altered during the exhibition.

### **When and How Are Exhibits Installed and de-installed?**

- Exhibitors are entirely responsible for installing their work
- Any damage to the walls must be reported to the curator and Buffalo Niagara Heritage Village.
- Installation and deinstallation dates will be assigned. An Exhibit Committee member will contact you three weeks prior to your installation date. All work must be installed and de-installed on these dates during museum hours. PLEASE NOTE: staff will not be able to answer questions. Please be respectful of museum visitors and staff. For any questions or concerns, please contact: Beth Roehling-Flynn at [curator@bnhv.org](mailto:curator@bnhv.org)

### **Hosting an opening reception in conjunction with the exhibition:**

- Opening receptions may be scheduled for either a Thursday evening or Saturday afternoon, in BNHV's Tea Room.
- All refreshments and beverages are the responsibility of the artist, as well as set up and clean up.
- Please submit a simple menu for approval for the reception. No alcoholic beverages may be served.

### **Exhibition Policy:**

BNHV Exhibit committee will review submissions and make all selections for the BNHV COMMUNITY ART GALLERY exhibitions, BNHV reserves the right to decline any proposal. BNHV and the Town of Amherst accept no responsibility for the preservation, protection, possible damage or theft of any item displayed or exhibited. Individual insurance is highly recommended. An Art Exhibit Agreement will be emailed to you, which must be completed and returned, prior to installation day, to the Curator. A \$50.00 security deposit is required and will be returned upon removal of the artwork, provided there are no damages to the space or kitchen.

– BUFFALO NIAGARA –  
*HERITAGE VILLAGE*  
LEARN IT. LIVE IT. LOVE IT.



I \_\_\_\_\_ have read and will abide by the ***Guidelines and Policies*** as stated above, for the BUFFALO NIAGARA HERITAGE COMMUNITY ART GALLERY.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return to:

Beth Roehling-Flynn, Curator

Buffalo Niagara Heritage Village

3755 Tonawanda Creek Road, Amherst, NY 14228.

Thanks for submitting!