



## EXHIBIT PROPOSAL Guidelines

Burnsville Performing Arts Center (BPAC) currently holds eight gallery exhibits every calendar year in its 2,000 square-foot art gallery. Our mission is to celebrate the visual arts by displaying a diverse collection of artwork from local emerging and professional artists. Artists or arts organizations interested in displaying their artwork are encouraged to submit an exhibit proposal. To submit a proposal, please follow the guidelines below:

### Eligibility & Selection Process

- Exhibitions through the Burnsville Performing Arts Center (BPAC) are open to emerging and professional artists ages 18 and above.
- Individual artists, artist organizations, and groups working in any visual 2D or 3D medium may submit an exhibit proposal.
- BPAC is not able to offer any audiovisual equipment at this time.
- Artwork previously exhibited at the BPAC is not eligible.
- Artwork and exhibit proposal selections will be based on artistic quality, originality, presentation, and overall fit with the year's gallery programming.
- The Art Gallery Committee will select proposals and artwork to exhibit, and reserves the right to partner individual artists into group shows.
- All exhibit proposals submitted by May 1 will be considered for the following calendar year.
- Artists will be notified by June 30 of selection decision.

### Exhibit Information

- Each exhibit is on display for approximately six weeks. Opening receptions are generally scheduled on Thursday evenings.
- Selected artists will be notified of exhibit dates and reception date by the end of July. Reception date will be confirmed 6 months prior.
- BPAC is able to offer five pedestals for 3D artwork use (dimensions; 3 pedestals: 23 ½" x 23 ½", 36" tall, 1 pedestal: 31" x 33 ½", 42" tall, 1 pedestal: 23 ½" x 33", 48" tall).
- The art gallery can accommodate approximately 40-70 2D pieces (depending on size and layout).
- Burnsville Performing Arts Center charges a 25% commission on sold artwork.
- All participating artists are required to sign a liability waiver during art drop-off.

### Contact Information

Kelsey Metzger  
Sales & Event Coordinator  
952-895-4679  
kmetzger@burnsvillepac.com

Burnsville Performing Arts Center  
12600 Nicollet Avenue  
Burnsville, MN 55337  
www.burnsvillepac.com

Art Gallery Hours:  
Monday – Friday, 9:00 am – 5:00 pm  
Saturday, 10:00 am – 2:00 pm  
Also open to patrons during events



## EXHIBIT PROPOSAL Application

### Applicant Contact Information

Name	
Street Address	
City, State, ZIP Code	
Day Phone	
Evening Phone	
E-Mail Address	
Website Address	

### Check List

**In order for applications to be eligible for consideration, artists must submit ALL of the following:**

- All contact information from section above
- 10-20 artwork images on a CD-ROM
  - Images of artwork to be included in the proposed exhibit are preferred, however, if artwork is in progress, please include images of past artwork
  - Please label the CD with your name
  - JPEG format is preferred

Include the following electronic Word documents on the CD (hard copies of each are optional):

- Artist resume(s) or brief history of organization
- An image list with your name(s), and the title, medium, and size of each image. Include a general price range of artwork.
- Exhibit proposal stating the concept or theme of the exhibit. Include an artist statement, describing the method, content, inspiration, and/or background of the artwork (one page maximum)
- Include a SASE only if return of CD is necessary. Otherwise, BPAC will not return materials.

Individual artists, groups, or organizations may apply. Individual artists will be considered for a solo or group show. For a group proposal, each individual artist must still include their resume and 5-10 images of their artwork. For groups of four or more, or artist organizations, include up to 20 images total representing a spectrum of artwork.

**Mail or drop off application and materials to:**  
**Kelsey Metzger**  
**Attn: Art Gallery Proposal**  
**Burnsville Performing Arts Center**  
**12600 Nicollet Avenue**  
**Burnsville, MN 55337**