



## **Gallery Submission Workshop**

## TABLE OF CONTENTS

Artist Resume .....	2
Artist Biography .....	4
Artist Statement .....	6
Images .....	8
The Chase Gallery Overview .....	9
Chase Gallery Submission Template .....	10

## **Artist Resume**

Your resume should list all of your relevant art experiences. If it's not related to your art, then it does not belong on your resume. Keep it clean, consistent, and easy to read. If you are at the beginning of your career, then keep it to one page.

### Tips

- Make a master resume or CV, which you can then tailor to specific art opportunities.
- Look at other professional artists' resumes and feel free to mimic their formatting.
- No typos. Have someone proofread your resume. Have someone else proofread your resume.

### Common sections of an artist resume

- Contact Information
- Education
- Solo Exhibitions
- Group Exhibitions
- Residencies
- Awards, Grants and Fellowships
- Press (Bibliography)
- Collections
- Related Experience



## Artist Resume Example

Name, Contact Information and website

Artist Name

Lives and works in City, ST

Selected Solo and Two-Person Exhibitions

Year *Title*, Venue, City, ST (solo)

Year *Title*, Venue, City, ST (solo) (catalog)

*Title*, Venue, City, ST

Year *Title*, Venue, City, ST

Selected Group Exhibitions

Year *Title*, Venue, City, ST

Year *Title*, Venue, City, ST, curated by Important Curator

*Title*, Venue, City, ST

Year *Title*, Venue, City, ST

Bibliography

Year Last Name, First Name, *Title*, Publication, Date, Page

Awards and Residencies

Year Title or Description, City, ST

Catalogs

Year *Title*, Publisher

Education

Year Degree, University, City, State

## Artist Biography

An artist biography should be short and to the point. It acts as a condensed and narrative version of your resume. Limit your biography to 300 words or less. Some calls will specify a word count limit so be prepared to edit. An artist biography can include date of birth and location, current town residence, educational background, awards/grants, and professional backgrounds in work experience, exhibitions, fellowships, presentations, and/or residencies but it should also speak (briefly) about your artwork, the context from which you create, and themes or questions that you explore in your work. (You'll elaborate on all of these in your Artist Statement.)

This is a snapshot so put your accomplishments front and center. What are you best known for? What medium are you working with? What is the context or climate (political, technological, personal) that you are working in? What are you fascinated by? Are you an emerging or up-and-coming artist? Go ahead and say that. An established artist? Then go ahead and say that too.

Artist Biographies are in third person. Your first and last name, and then later in your writing, last name reference only.

First Name Last Name creates (what type of artwork?) using Medium to explore (what themes or questions?). Last Name was born in City's name in Year Date and currently resides in City's Name. Last Name attended School's Name and graduated with Degree Title in Year. Last Name works for Business Name as their Job Title. Last Name has these accolades awarded at these years. Last Name has exhibited at the name of a gallery for name/title of the exhibition show. Last Name has presented an artist talk at the name of gallery or event.

## **EX. Good/Bad/The What?You be the judge. What questions come to mind after reading?**

Artemisia Gentileschi was born in 1593 in Rome, Italy. Gentileschi now resides in Naples, Italy. She is an international artist. Gentileschi was the first woman to become a member of the Accademia di Arte del Disegno during her time in Florence. Gentileschi works are on display at the Museo Soumaya, Neues Palais in Potsdam, Schloss Weißenstein, Galleria Spada, Pitti Palace in Florence, Saint Louis Art Museum, Museo Nazionale di Capodimonte, Casa Buonarroti, Wadsworth Atheneum Villa Medici, Uffizi, Detroit Institute of Arts, Seville Cathedral, Metropolitan Museum of Art, and countless private collections. Gentileschi has been commissions for both private and public works. She was commissions by Michelangelo Buonarroti to paint a ceiling piece, "Allegory of the Inclination".

My name is Vincent Van Gogh. I am a 35 year old male. I love nature. Nature has always played a huge role in my life since childhood. My brother actually got me into the arts through his gallery dealings.

Remelisa Cullitan was born in 1989 in Spokane, WA. Cullitan has exhibited her work at Eastern Washington University during the National Conference of Undergraduate Research, thrice in a row at Terrain (8, 9, & 10) which is Spokane's one-night exhibition showcasing emerging artists in the Spokane county area, at Spokane Women Arts Media Expo at the Richmond Gallery, 10x10x10Tieton 7th Annual International Small Works Exhibition, at the Chase Gallery inside Spokane's City Hall, in Saranac for Desire Lines, and at the Goddess Art Series Project at Emerge in Coeur d'Alene. Cullitan received the 2014-2015 Philip Grub Art Award. Cullitan also received the 2015-2016 Frances B. Huston Medallion Award for the College of Arts, Letters, and Education. In 2016, Cullitan received her Bachelor of Fine Arts and Bachelor of Arts in Art History at Eastern Washington University with honors, Magna Cum Laude. Cullitan was the Communication and Program Intern at Spokane Arts from May 2016- May 2017. Since October 2017, Cullitan is the curator at the Chase Gallery. She is the co-founder of GlitterCouch, a project set to interview local artists in her region and help promote their work by uploading these interview videos on YouTube.

John Chamberlain is best known for his twisting sculptures made from scrap metal and banged up, discarded automobile parts and other industrial detritus. "My work has nothing to do with car wrecks," he has said. "I believe common materials are the best materials." With its emphasis on paint finishes and the raw materials' lines and seams, his work has been described as a kind of three-dimensional abstract expressionist painting. While his breakthrough work dates from the 1960s, most recently he has worked with large-scale photography.

## Artist Statement

An artist's statement (or artist statement) is an artist's written description of their work. The brief verbal representation is for, and in support of their own work to give the viewer understanding. An Artist Statement should clearly explain your work. Write this statement as if you are explaining this to a 6th grader. In fact, talk to people about your work. Listen to their questions, because it will help you explain your work in a more thorough way. The best feedback are from those not involved in the art world because they will question any art jargon you might be using to explain your work.

Explain what you do and what is your work. Are you material focused? Process focused? Please explain.

Explain why. Why do you make your work? What compels you to make the work you do? Why that subject matter?

Artist Statements word count 50-500. This will vary for different art calls and exhibits.

Avoid art jargon. Remember, you are writing this as if this is for a 10 year old. If you have to define the words you are using, look for a different way to describe your work.

Don't generalize. Be specific.

Don't try. Do. Be strong and confident in your work and how you describe it. You aren't trying to convey the feelings of sadness. You aren't attempting to capture a mother's glowing moment. You are.

While you Artist Bio will most likely change slowly over time, your Artist statements can change drastically from project to project. Craft your statement to the specific body of work that you are planning to submit. What is it about this specific body of work that stand outs from other portfolios? Is this focused on a narrative? Focused on a location? A specific moment in time? An event that shaped you? Talk about it.

Artist Statements are in first person ("I" statements).

**EX. Good/Bad/The What? You be the judge. What questions come to mind after reading? What changes would you make?**

- 1) I investigate nature through a documentative process. I collect living insect and flora specimens and observe them over the course of one year. While I observe them, I draw them with ink and watercolors. I take my paintings and drawings over the course of the year, and engrave them onto copper plates in order to create multiple prints to distribute them in a book format as a condensed collection of my observations throughout that year. I am curious about the metamorphosis of insects and the change they undergo hence why I document every step of this process.
- 2) I paint landscapes. I listen to the wind and let my arm just do its thing. By looking at the cosmos, I generate affluence with nature by channeling into my psyche. My paintings are trying to show the chaos of the outward world and the inner sanctum of all of humanities' mentality towards each other and nature. I was trained in École des Beaux-Arts, but not anymore.
- 3) I make art. I have made art since I could hold a pencil. I create what I see. I live with my wife and three dogs. I tend to draw a lot of abstract plays on lights and shadows.
- 4) I suffer from anxiety and panic attacks out in public. I cope with these feelings by painting them. I see spots everywhere when I am overwhelmed, so I cover all of my work in dots. I feel a sense of control by creating these visual representations of my anxiety. By giving them a physical representation, I am able to cope with them, dispute still having them occur. I am sharing my experiences for others to understand how I see the world and feel my overwhelming sensations.

## Images

Whether 2-dimensional or 3-dimensional, be sure your image is formatted to the call's specifications. If no specifications were given, minimum of 1020px for the shortest side is recommended. You do not want to provide an image so small that the image is pixelated and distorts your work. Never "stretch" to enlarge your image. You can make your images smaller but you can't make your images bigger without distorting the digital image so save your original, large image and save smaller copies of it in order to submit.

The background behind and beyond your piece should be distraction clear. Find a flat, solid-colored wall (white, gray, black preferred). No patterned wallpaper, moldings, a cat... other objects that are not part of the art.

Even lighting. Best day to photograph artwork is outdoors in overcast weather (be wary of rain). Overcast provides an even distribution of lighting. If you can not wait for such a day, you can use lamps, but be careful of glare, harsh lighting, or uneven lighting. There are workshops provided by Artists Trusts, and working artists who can provide further knowledge on photographing your work.

When photographing your work, photograph the piece straight on for two-dimensional work. Do not angle your camera as if we are looking up or down on it. If your work is too big to photograph in one shot, you may need to find a larger space to capture the piece in one image shot. Do not send multiple, chopped up images of one piece.

If you are able, it can be helpful to hire a professional photographer. You might even be able to find a photographer who would be willing to trade services.

## **The Chase Gallery Overview**

The Chase Gallery has 4 exhibits annually. These shows run for three months and are chosen the year prior. The Chase Gallery's timeline in 2018 runs like this;

Winter Exhibition- January to March

Spring Exhibition- April to June

Summer Exhibition - July to September

Call for Art/Proposals for the next year- July to August

Artist are notified for next year's exhibitions in September/October

Winter Exhibition - October to December

The All-Media Juried Exhibition occurs once every two years, alternating with Explorations, the local collegiate student art exhibition. (All Media 2018, Explorations 2019, etc.)

Where can I find the application to submit a show idea?

Applications for submissions go live in mid-July every year and last till the end of August.

The announcement goes out in the Spokane Arts e-newsletter, on Spokane Arts Facebook, Twitter, and Instagram, as well as the Chase Gallery's Instagram. The link to the call will also be provided on the Chase Gallery's website on:

[www.SpokaneArts.org/chase-gallery](http://www.SpokaneArts.org/chase-gallery)

Do I have to submit a proposal for a solo show?

No. You can submit a proposal for either a solo or small group show; or you can submit your artwork to be considered as an individual piece or pieces that could be shown in a larger group show curated by The Chase Gallery.

Who chooses the shows?

Spokane Arts has an arts jury panel who go through all applications and provide feedback for the Chase Gallery Curator. They provide suggestions and ideas to help sort through all submissions. The jury consist of Arts Commission members and local professional artists.

# Chase Gallery Submission Template

### 1. Contact Information

Artist information

Contact's First Name \*

Contact's Last Name \*

Contact's Email Address \*

Contact's Phone Number

 -  - 

Contact's Title

Contact's Organization

Address \*

Do you live in Washington State, Idaho, Oregon or Montana? \*

### 2. Artist Information

#### Artist Information

Please include your artist statement here.  
You can enter it in the field below or attach a pdf, or word document.

Artist Statement upload:

[Select File](#)

Maximum File Size: 10MB, Accepted file types: .doc, .pdf, .docx

No file attached

Artist résumé or CV

You can enter your résumé information in the field below or attach a pdf or word document.

Upload your résumé here.

[Select File](#)

Maximum File Size: 10MB, Accepted file types: .doc, .pdf, .docx

No file attached

Works list. Please upload your works list.  
Include the title, dimensions, year completed, and medium.  
If you worked in collaboration please include the other artists' names. \*

[Select File](#)

Maximum File Size: 10MB, Accepted file types: .doc, .pdf, .docx, .xls, .xlsx

No file attached

### 3. Artwork Samples

#### Artwork Samples

For video or audio samples, please provide a link to a shared drive (google, dropbox etc.) or a vimeo, youtube, or website link.

Please be specific about which links you provide. Make sure they go directly to the file you wish the jury to view or hear.

This field is not required.

Please upload no less than five and up to ten images of the work you would like to exhibit at the Chase Gallery.

Please name your file Lastname\_Firstname\_1

Be sure the number corresponds with the image list you attached earlier. \*



Maximum File Size: 10MB

No file attached

Please upload up to ten images of the work you would like to exhibit at the Chase Gallery.

Please name your file Lastname\_Firstname\_1

Be sure the number corresponds with the image list you attached earlier. \*



Maximum File Size: 10MB

No file attached

Please upload up to ten images of the work you would like to exhibit at the Chase Gallery.

Please name your file Lastname\_Firstname\_1

Be sure the number corresponds with the image list you attached earlier. \*



Maximum File Size: 10MB

No file attached

Please upload up to ten images of the work you would like to exhibit at the Chase Gallery.

Please name your file Lastname\_Firstname\_1

Be sure the number corresponds with the image list you attached earlier. \*



Maximum File Size: 10MB

No file attached