

EXHIBITION POLICY
QUIDI VIDI VILLAGE PLANTATION

The Quidi Vidi Village Plantation (QVVP) is a craft incubator, with a goal of establishing full time professional craft studios in the province of Newfoundland and Labrador. As part of its programming to support emerging craft makers, the Quidi Vidi Village Plantation hosts exhibitions of fine craft and visual art in its main floor programming space. Exhibitions featured will include shows developed internally, and those proposed by individual makers, groups of makers and curators from the wider community.

The following guidelines have been developed to direct this part of the incubator experience.

1. Exhibitions must support the primary goals of support to resident artisans, support to emerging craft makers, and furtherance of the craft industry of Newfoundland and Labrador.
2. Exhibitions may be developed in house by Plantation staff / volunteers and may include work by resident artisans, alumni and makers in residence, and/or other emerging craft makers.
3. Exhibitions may be proposed by groups or individuals external to the Plantation or by artisans resident in the Plantation.
4. Priority will be given to works by emerging craft professionals.
5. A Plantation Exhibition Committee will be established to guide exhibition programming. The Committee will be composed of up to five individuals, including at least one resident artisan, one member of the Management Committee and one professional working crafts person from the community. This Exhibition Committee will assume the following responsibilities:
 - To ensure that the Plantation Exhibition policy is followed
 - To report regularly to the Management Committee and the resident artisans
 - To develop a schedule for the year, noting blocks of time for which proposals for external exhibitions will be sought
 - To identify and initiate in house exhibitions
 - To issue a call for proposals for external exhibitions
 - To review proposals and select proposals for exhibition
 - To offer support to exhibitors throughout the process to exhibition conclusion
 - To evaluate Exhibition Policy in light of actual developments and recommend any changes

Exhibitions developed in-house

6. Exhibitions may be themed, or may be identified by maker or group of makers.
7. Exhibitions will normally be developed at regular Plantation group meetings and implemented by staff, with support from artisans and Exhibition Committee as required.
8. Exhibition duration will be determined by the nature of the exhibition and by other programming planned for the space.
9. An entry form will be developed for each exhibition, with the call being promoted through local arts communications channels, including the sites managed by the Plantation, the Anna Templeton Centre and the Craft Council.

10. A selection jury for each exhibition will be appointed and will normally include one staff member, one resident artisan and one guest juror from outside the Plantation.
11. Plantation staff, with assistance as required will mount the exhibition, prepare and post labels, and develop and distribute promotional materials.
12. An opening may be possible, and will be hosted by the Plantation. Participating makers are invited to contribute.
13. Security and sales will be the responsibility of Plantation staff.
14. Sales for exhibitors external to the Plantation will be on a commission basis with a 70/30 split with the larger portion going to the exhibitor and sales for resident artisans will carry the normal Plantation commission for resident artisans.
15. Resident artisans or any maker in residence wishing to propose an individual or group exhibition should note that all terms related to exhibitions by external exhibitors will apply with the exception of those related to sales commissions, which will follow commissions normally set for resident artisans or makers in residence.

Exhibitions proposed by external individual or group exhibitors

16. Submissions from interested exhibitors are welcome, and will be considered in light of the following criteria:
 - Work demonstrates excellence in concept and execution
 - Work assists the viewer to understand the personal aesthetic and interests of the individual exhibitor(s), the contemporary or traditional craft of the province and / or the culture of Newfoundland and Labrador
 - Requested time allocation fits within Plantation scheduling
17. Completed applications will be sent to the Plantation Coordinator via email or in person. Applications will be reviewed by the Plantation Exhibition Committee and successful and unsuccessful applicants will be contacted via email. Any submitted work can be picked up by the applicant at the Plantation.
18. Those submitting proposals should take the following into account:
 - Proposals are considered for the first floor space in the Plantation.
 - In keeping with the mandate of the QVVP, preference will be given to proposals from emerging craftspeople and artists
 - Application forms for an exhibition can be found on the Quidi Vidi Village Plantation web site at www.qvvplantation.com, or by visiting the Plantation at 10 Mapleview Place, Quidi Vidi Village, St. John's.
 - Exhibits will normally be limited to a period of six weeks with definite display dates established in advance.
 - Exhibition open hours will correspond to the normal open hours of the Plantation. A front desk staff member will be present on the main floor when open.

19. Responsibility of exhibitors

- to visit the site so work can be planned appropriately for the space
- to work with Plantation personnel to set up and take down the exhibition
- to supply the Plantation with an electronic list of works with title, medium and price, an artist statement, and artist bio, at least two weeks before the opening of the exhibition. The Plantation will be responsible for creating the labels and hard copy of the artist statement.
- If there is a wish to have refreshments at the opening of any exhibit, plans must be made 5 – 6 weeks in advance. Application for a Temporary Food License must be made to the provincial government. The exhibitor and the Plantation coordinator will discuss the plan and take appropriate action. Any expenses incurred will be the responsibility of the exhibitor.
- Revenue from programming such as exhibitions is essential to the Plantation operation. Sales for exhibitors external to the Plantation will be on a commission basis with a 70/30 split with the larger portion going to the exhibitor; or a site fee of \$50 per week will be levied by the Plantation, if commission on sales do not reach that amount. That is, a commission of 30% on sales, or a site fee of \$50 per week, whichever is greater. An exhibition may propose an in-kind contribution to the Plantation of value equivalent to \$50 per week of exhibition in lieu of the site fee; the Exhibition Committee will consider proposals for such activities as leading a workshop, writing content, volunteer time, etc.
- While recognizing the necessity to generate revenue from programming, it is to be noted that benefit to the artisans, the exhibitors and the industry will take precedence over the weekly fee, should the Plantation fiscal position allow. Decision to waive the weekly fee will be made by the Management Committee, with recommendations from the Exhibition Committee.

20. Responsibility of Plantation

- To work with the exhibitor to set up and take down the exhibition
- To promote the exhibition through normal Plantation channels
- To work with the exhibitor to plan and execute an opening
- To introduce the exhibition to visitors to the Plantation

21. Security and insurance. The Staff of the Quidi Vidi Village Plantation will maintain a presence at the front desk of the facility, and will endeavour to ensure that exhibitions remain safe from damage or theft. However, the Plantation is unable to carry insurance that will cover any damage or loss resulting from exhibition of work, and therefore can accept no financial liability. Coverage for such loss is beyond the capacity of Plantation resources. Exhibitors are advised to carry their own insurance to protect themselves from such loss. A standard studio insurance policy normally carries coverage for work stored within the studio and carried to external sites such as craft fairs and exhibitions.

22. Sales of work in exhibitions are encouraged. If exhibition work is sold the exhibitor receives 70% and the Plantation receives 30% of sales. The Plantation will take all purchaser information. Work sold will remain (unless another agreement has been agreed upon by the exhibitor and the Plantation) in the space until the exhibition has ended. The exhibitor is responsible for delivery of art work to the purchaser. Exhibitors will be paid by cheque within 60 days of the end of the exhibition for their share of any sales.

23. Promotion of the exhibition will be the joint responsibility of the exhibitor and Plantation, who will work together to develop and execute an action plan. Two high quality digital images of the work to be shown, as well as two web friendly images and one image of the exhibitor (jpegs) should be submitted to the Plantation three weeks before the opening.

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