



## **EXHIBITION SUBMISSION GUIDELINES**

Since 1949, the Key West Art & Historical Society has encouraged people to enjoy, create and learn about Florida Keys art and history through a variety of programs including exhibitions, lectures and special events. Serving as the focal point of artistic and cultural expression, the Key West Art & Historical Society fulfills its mission of integrating history and the arts into the daily lives of people through programs that contribute to the growth and development of cultural life in the community.

Exhibitions focus on historical events and locally-themed art in a range of designs, styles and media. Artwork may be part of multidisciplinary projects that explores ideas or concepts relevant to our history and of interest to our community. During the application review process, the Exhibition Committee strives for a varied, yet balanced, exhibition program from year to year.

The Key West Art & Historical Society accepts portfolio submissions year-round to consider for exhibition 18-24 months later. The Custom House Museum has two galleries: the Bryan Gallery (1222 sqft) and the Bumpus Gallery (948 sqft). The former hosts quarterly-changing exhibits typically featuring artwork and/or historically-themed displays while the latter holds triannually-changing exhibits typically featuring artwork and/or historically-themed displays. The Society has additional exhibition space at Fort East Martello Museum, both indoor and outdoor, as well as outdoor exhibition space at the Key West Lighthouse & Keeper's Quarters Museum.

## **SELECTION CRITERIA**

The exhibition committee will adhere to the following selection criteria in determining the annual exhibition schedule (all criteria do not have to be met by the applicant(s))

### **Exhibitions**

- Artistic excellence including the quality and uniqueness of the artwork
- Original artwork, not reproductions or copies of other artist's work
- Clarity of exhibition concept
- Art theme reflects local and regional history and interests
- Artwork representing a variety of art styles and genres such as drawing, painting, ceramics, sculpture, photography, jewelry, printmaking, fiber arts, etc., leading to a balanced exhibition
- Artwork not previously exhibited at the Key West Art & Historical Society in the past seven (7) years

- Suitability of subject matter, form, and materials for a nonprofit museum
- Artwork meets space and logistical requirements of facility

### **SUBMISSION INFORMATION**

The Key West Art & Historical Society books exhibitions a minimum of a year-and-a-half in advance. If you would like to submit your work for future exhibits, please follow the instructions below (Please note: submission is for review only, not a guarantee of an exhibition)

- Current curriculum vitae, resume or biography (please include one for each person if the exhibition is multi-artist)
- Up to 20 digital images of recent work detailing artist's name, titles, dates, medium and dimensions of each work. Please submit professional quality digital images accurately representative of your work
- A brief description of the proposed concept (How many objects can you provide? Is there a proposed theme? Do you want to exhibit with another artist? What is unique about your work?)
- In the event that the proposed artworks have not yet been produced, please provide a detailed description of the intent in addition to support material featuring past work
- A return-addressed, stamped envelope if you would like your material returned

**Submission address is:**  
 Cori Convertito, Curator  
 Key West Art & Historical Society  
 281 Front Street  
 Key West, Florida 33040  
[cconvertitofarrar@kwahs.org](mailto:cconvertitofarrar@kwahs.org)

### **RESPONSIBILITIES**

- **As a non-profit, the Society cannot sell, offer for sale, promote the sale of, and/or provide purchase details for artist(s) artwork on display**
- The artist(s)/artwork owner(s) must demonstrate their right to loan artwork
- The Society provides all press materials, arranges for interviews, artist talk and the opening reception
- The Society's curatorial staff will work in conjunction with the artist(s) to determine the 'Style Board' and Exhibition Plan; although all design and installation decisions will be deferred to the curatorial staff
- The artist(s) is/are responsible for all shipping expenses, insurance and any related travel costs associated with the artwork
- Should the artist(s) desire an exhibition catalogue, it is the responsibility of the artist(s). It is required to fall in line with the Society's specifications
- Artist(s) is/are obliged to give an artist talk, preferably in person, during the exhibition
- The Society does not currently pay artist fees

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*The Key West Art & Historical Society is a nonprofit organization that exists to promote the humanities, art and history of the Florida Keys by educating the public and by collecting, preserving, restoring and exhibiting significant art, artifacts and historical properties*