



Submission guidelines for Artists/Curators/Performers

***please read all of the detail in this document
before sending us your proposal ***

QUAD is open to receive proposals and information from artists/curators/performers working in any medium, as part of its continuous programme of professional development and creative opportunities for artists and cultural producers. We welcome artists at any stage of their career to share their ideas with us. We are always interested to hear about artists work and plans however we are often unable to offer immediate opportunities, but we do keep artists information on file for future reference. Also because we are part of broad networks of Curators and galleries internationally we will pass information on about the artists we meet as appropriate for other opportunities.

You can send us information about your:

- work in general
- an exhibition idea for new or existing work
- a collaborative proposal
- a performance

Please note:

- The best way to hear about upcoming open exhibition opportunities is to join the QUAD e-mailing list.
- The exhibitions programme in QUAD is planned up to 18 months in advance
- Make sure you look at our listings brochure and look at our programme archive on the QUAD website to understand more about our organisation - and also make a visit!
- We are unlikely to show work that has already been on exhibition previously in Derby or in major exhibition in the East Midlands Region

If you are interested in sending your information to the QUAD Curators please make sure you include the following:

1. A clear written statement about your work and/or ideas with relevant practical and conceptual information explaining:
 - Description of your proposal and/or artist statement
 - How it relates with QUAD, its programme, its location and its vision (have a look throughout the website for more detail about this)
 - Practical detail about how you would like to show your project, and why you think the presentation is relevant to the work and your ideas
 - What is your target audience, how your work can engage with them
 - This statement should be no more than two A4 sheets. we ask you to be concise as we have allocated limited time for the review process.
2. Visual material to represent previous work or your proposal

- max 10 still images on a CD (JPG, TIFF) or printed,
- or a PowerPoint presentation,
- or 2 videos/screenshots of installation on DVD or as digital file (AVI, Quicktime or PowerPoint),
- or 2 links to material shown on websites (html, Flash),

Please send the material in a format that you think most clearly demonstrates your work and ideas.

3. Please include relevant written reviews or catalogues with your submission, and no more than 5 A4 sheets (if newspaper or magazine copies) or 2 catalogues.
4. Please include an appropriate SAE if you would like your material returned.

Please make sure that you:

- Include your full contact details: telephone number, email, post address and website links
- Clearly label all of the material that you send us with your name

Review process:

QUAD curators will review proposals on an ongoing basis (at least 3 times/year). There is no deadline for submissions, but please allow adequate time for the review process (at least 6 months). Only successful artists will be contacted with a request for further material and/or a discussion regarding their submission.

A request for further material does not guarantee an exhibition.

Because of the volume of submissions we are unable to acknowledge receipt of each submission.

This is a free opportunity.

Send your material by post to:

SUBMISSIONS
QUAD
Market Place
Cathedral Quarter
Derby
DE1 3AS

NB we do not accept submissions by email

Kind regards

Louise Clements
Senior Curator

Alfredo Cramerotti
Exhibitions Officer

For further information only, please contact:

Email: alfredoc@derbyquad.co.uk

Tel: 01332 285430

Website: www.derbyquad.co.uk