

**Monroe F. Swilley, Jr. Library**

**Brown Art Gallery**

**Exhibition Proposal Form**

<http://swilley.mercer.edu/about/artexhibit.asp>

Date:

Name:

Phone:

E-mail:

Website:

Address:

**EXHIBITION TITLE:**

**TYPE OF EXHIBIT:**

*Please indicate if you are applying for a solo, group, non-commercial exhibition or if you are open to exhibiting with other artists. If the proposal is for a group or multi-artist show all participating artists must complete and sign the "Exhibition Proposal Form".*

**DESCRIPTION:** (medium, number, and approximate size of works)

*The description is a written proposal for your exhibition; it should briefly outline the formal and conceptual ideas behind the artwork to be shown at the gallery.*

*If the proposal is for an installation or piece not yet constructed, please include examples of prior work, with a detailed diagram or description of your proposed idea.*

**SUPPORT DOCUMENTATION**

*If the scope of the proposal goes beyond installing artwork on the gallery walls, you must attach a detailed graphic layout of your exhibit.*

**Biographical Sketch:** (Education background, exhibition experience, current activities and work)

*One paragraph for the library website*

**Artist Statement:** (Regarding this exhibition)

*One paragraph, for the library website*

**Visual Images:** (Regarding this exhibition)

*Provide relevant visual material to support your proposal, six images for solo exhibitions and twelve images for group exhibitions. Original artwork will not be accepted. Submit either a non rewritable CD with images in PowerPoint format, one image per slide or as an e-mail attachment to **beavers\_ad@mercer.edu**, make sure the exhibition title is included in the subject line. Please view your support material before submitting to ensure its readability. Label clearly in permanent marker with work in a PowerPoint digital format.*

**SPECIAL SET-UP NEEDS:** (pedestals, slight furniture modifications, etc.)

*If the scope of the proposal goes beyond installing artwork on the gallery walls, you must attach a detailed graphic layout of your exhibit.*

**PLEASE INDICATE TWO EXHIBITION DATES FROM THE EXHIBIT CALENDAR**

**Checklist** - Include the following in your submission

Completed proposal form

List of visual material

Proposal

Biographical Sketch

Visual documentation

Artist Statement

Call 678-547-6280 for additional information. You may fax your proposal to 678-547-6270 or Mail to:

Mercer University  
Monroe F. Swilley, Jr. Library – Brown Art Gallery Coordinator  
3001 Mercer University Drive  
Atlanta, GA 30341

I have read and agree to comply with the “Brown Art Gallery Exhibition Policy and Guidelines”.

Signed:

Date: