



Submitting an exhibition proposal

All exhibition proposals are considered by the Exhibitions Committee at meetings held every couple of months. The committee endeavours to present a balanced and varied exhibition programme, representing a range of media, cultures and interests.

Proposal requirements

- A cover letter including contact details.
- A CV from all participating artists outlining past exhibitions, training, projects etc.
- Explanation of the exhibition concept, the theme of exhibition, media used and who your audience would be.
- Possible exhibition titles.
- Description and images of the works you intend to exhibit - examples of previous works - size of the exhibition - how many pieces, size etc.
- Price range if the works are for sale.
- Preferred dates for show - when you can be ready, or if it relates to an event.
- Which space you are wanting to exhibit in (see below for details).

Exhibition spaces

There are different policies for different exhibition spaces. The following may assist you in determining which gallery to submit a proposal for:

Main Exhibition Galleries

These are divided into four different galleries, ranging from the smallest at 22 running metres, to the largest space of 60+ running metres. The exhibitions in these spaces are mainly curated in-house by the Contemporary Arts Curator and the Social History Curator. They are also used for touring exhibitions, both national and international. (Programmes are usually scheduled between 1 - 2 years in advance).

Toi Gallery

The Toi Gallery is Pataka's commercial gallery and exhibits work from local, national and international artists. Works displayed in this gallery must be for sale. The gallery takes a 35% commission on all sales. Exhibitions run for approximately four weeks. There is a gallery rental cost for exhibiting in the Toi Gallery. The gallery has 30 running metres and 45m² in floor space. (Bookings are usually between 6 and 9 months in advance)

Bottle Creek Gallery

The Bottle Creek Gallery is Pataka's community gallery. There is no rental fee for exhibitions here. It's predominantly used for local artists and groups. Works can be for sale - a 35% commission is taken on all sales. Shows are variable in length and last for between three and five weeks (including set-up). The gallery has 38 running wall metres and 132m² in floor area. (Bookings are usually between 9 and 12 months in advance)

Send your proposal to:

Mark Hutchins, Contemporary Art Curator
mhutchins@pcc.govt.nz
Pataka Art + Museum, PO Box 50218, Porirua 5240