



EXHIBITION GUIDELINES

The goal of the exhibitions program across the Sawyer Yards campus is to showcase the work of tenant artists and to engage with the greater arts community and the general public by creating and scheduling a diverse range of exhibitions also featuring local and regional artists. Beyond cycling tenant exhibitions in the corridors, the galleries are divided between solo showcases, small group exhibitions, and periodic larger exhibitions such as juried shows, and those funded by outside organizations. Almost all exhibitions are decided on a proposal-basis, though some are directly curated or by invite.

EXHIBITION OPPORTUNITIES / HOW TO SHOW YOUR WORK

Tenant artists may participate in cycling tenant exhibitions occupying the main corridors of each studio building, and may also participate in periodic “campus-wide” juried or invitational exhibitions put on by one building. Individual tenant artists may propose solo or small group exhibitions.

Outside artists, curators, gallerists, and arts organizations may also propose exhibitions for our gallery spaces on a rolling basis via the open call on submittable.

PARTICIPATE IN TENANT EXHIBITIONS

- ***Building “Tenant” Exhibitions*** - These shows are coordinated by the volunteer Exhibitions Coordinator or Committee within each building. Submissions must be completed through the submittable forms
- ***Campus-wide invitational and juried exhibitions*** - Winter Street and Spring Street currently host one each year, and together with the Exhibitions committees, we are developing more.
- ***Loan Programs*** (Art House and the Oliver, upcoming at the Airport) - These are rotating showcases in different spaces at residential and commercial office buildings around Houston.

SUBMIT AN EXHIBITION PROPOSAL

Tenants may propose solo or group exhibition concepts directly to the Exhibitions Director. Fill out the proposal form at the button below. Accepted exhibitions are placed and schedule based on the availability of galleries, the artist's schedule, and the overall exhibitions calendar.

<https://sawyeryards.submittable.com/submit/124422/call-for-exhibition-proposals-sawyer-yards>

EXECUTING AN EXHIBITION

A building event is for Sawyer Yards tenants only, outside parties will incur a venue rental fee. Any tenant is welcome to plan an event within your prospective building for your business or with an outside non-profit as long as studio doors are allowed to be open.

STEPS:

- **Submit a Proposal** - Proposals are reviewed by the Exhibitions Director. Accepted artists are notified and if necessary a studio visit or interview is scheduled before dates are solidified
- **Exhibitions Contract** - After a proposal is accepted and scheduled, exhibiting artists or groups must sign an exhibition contract acknowledging that they have read and agreed to the terms of the exhibitions and all gallery regulations (view further below)
- **PR Materials Deadline** - Materials including a high resolution image, exhibitions description or statement, artist bio and cv, are **due one month prior** to the opening of the exhibition to the public.
- **Promotion** - Sawyer Yards will publish exhibition information on our website, our newsletter, our social media, and on local arts calendars.
- **Installation** - Installation windows are usually four to five days leading up to the first day of the exhibit being "on view" and open to the public. Artists must install within the guidelines and gallery regulations outlined further below in this document.
- **Receptions and Ancillary Events** - Receptions are scheduled from the get-go with the Exhibitions Director. Artists / groups are responsible for their own food and drink arrangements. Music and other components must be approved by the Exhibitions Director. If serving alcohol, there must be a TABC certified bartender or volunteer to manage the bar. Those exhibiting are encouraged to develop at least one ancillary event, such as an artist talk or walkthrough, or a performance, during the run of their exhibitions.
- **Posting, driving traffic** - While Sawyer Yards will periodically promote the show on social media, artists are encourage do their own posting to continue to drive traffic to their exhibitions.
- **Deinstall** - Artists must remove all of their artwork by the date set forth in the signed contract. Artists are not responsible for patching and painting the walls.

GALLERY REGULATIONS / OTHER CONSIDERATIONS

HANGING HARDWARE:

WIRE, D-RINGS, SMALL DRYWALL SCREWS, and CLEATS are acceptable. (wire **MUST** be firmly attached to the back of the piece). Works must have hardware already installed - those without a hanging system will be rejected (no hanging stretched canvases by a couple of nails in the wall). Sawyer Yards does not provide hardware or tools.

- **NO** sawtooth hangers or built-in cardboard clips, large butterfly bolts, or drywall anchors (ask Exhibitions Director, Alexander Squier at exhibitions@sawyeryards.com if you have a question)
- **NO** Adhesives, such as tape, command strips, or velcro on the walls
- **NO** Painting directly on the wall
- Please specify if an electrical outlet is needed before installation
- All sales are handled directly by the artist: Management will not handle sales in any way.
- Artwork must remain up for the duration of the exhibition. Sales must be delivered after the exhibition has closed.

INSURANCE AND SAFETY:

Sawyer Yards or any related managing entity does not insure, nor agree to be responsible for any theft, damage, or loss of any article. Exhibiting artists or groups must sign an exhibition contract agreeing to accept any loss, theft, or damage resulting directly or indirectly from the registrant's participation in

these activities. It is the responsibility of exhibiting artists or galleries to purchase their own insurance for their artwork, though it is not required by Sawyer Yards.

SUPPORT:

Sawyer Yards can provide ladders, and if organized in advance, motorized lifts, and assistance with lighting. The Exhibitions Manager is also available to help with the layout. Sawyer Yards will print Vinyl text for the title of the exhibition and the artist's name, and will promote your exhibition via social media, our website, our newsletters, and local arts and news calendars including Glasstire.org, Houston Culturemap, 365 Houston, Houston Press, and more.

DISCLAIMERS:

- We do not have storage capabilities for packing materials, crates, etc. Please make necessary arrangements.
- Shipping of artwork must be coordinated well in advance with the Exhibitions Manager, artists are responsible for their own shipping costs and insurance.
- All track lighting is on a timer. Please contact the Exhibitions Manager for project-based solutions.
- All sales are handled directly by the artist. Sawyer Yards will not handle sales in any way.

EXHIBITION SPACES ON CAMPUS

Silver Street Studios:

1. West Gallery
2. East Gallery
3. Corridors

Winter Street Studios:

1. First Floor Corridors
2. Second Floor Corridors
3. Second Floor Gallery

Silos Studios:

1. Gallery 100
2. Gallery 200
3. Gallery 300
4. Corridors

1. Main Hallway

Summer Street Studios:

Spring Street Studios:

1. First Floor Corridor
2. Second Floor Corridor
3. TANK Space

Sabine Street Studios:

1. North Gallery
2. South Gallery
3. ECG (East Corridor Gallery)
4. Main Corridors

Outdoor / alternative:

1. Sculpture Pads
2. Rail Shed
3. SITE GALLERY
4. Guard Tower

