Exhibition Proposal Guidelines

Email all proposals to Curator at proposals@artgalleryofmississauga.com. Please send all proposals to this email address. Proposals received at other email addresses (e.g. staff email addresses) will not be considered.

In an effort to be more inclusive and expedite the review process, please do not mail hard copy proposals to the Art Gallery of Mississauga. Proposals are reviewed on an ongoing basis by the curatorial staff, and we will confirm receipt of your submission. We receive multiple submissions every week, and while we review every proposal we receive, we are not able to provide individual feedback and responses to submissions. **If** we see a possible fit for your work/project and wish to book a meeting for further discussion, or have follow up questions, **then** you will receive a response via email. Please do not send follow up requests for feedback.
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For more information or if you have any questions, please contact the AGM at 905.276.3200.

Digital Submission Requirements

- Detailed Curriculum Vitae
- Concise artist's statement explaining the conceptual nature of the work, or project summary
- Artist Bio(s), one paragraph in length
- Annotated image list
- Selected annotated image sampling of the proposed exhibition's visual content (maximum of 10)

IMPORTANT: Candidates submitting digital support material that does not correspond to the guidelines may result in their application being considered incomplete, resulting in its withdrawal. Therefore, it is advised to test your material before submitting to ensure that it has been formatted correctly. It is your responsibility to ensure that all material reaches the AGM intact and in a readable format.

Image Specifications:

- PC-compatible files only
- JPEG format only
- Image resolution: 72 dpi
- Image size: Maximum of 1024 x 768 pixels
- File size: Maximum of 500KB (0.5 MB) each
- RGB or SRGB colour mode files only (No CMYK)

File Guidelines:

- Image files
    - File names should contain the following information:
        - image number
        - artist surname
        - title of work
    - The first nine images must begin with a zero (for example: 01_name_title.jpg, 02_name_title.jpg & 10_name_title.jpg) This will ensure that they are presented chronologically and follow your image list.
- Text documents
    - File names should be in the same format, beginning with the number 11. For example: 11_name_Bio, 12_name_CV

Please do not submit:

- MAC files that are not fully PC compatible.
- Any type of presentation format (For example, PowerPoint is not accepted).
- Zipped or other compressed files.
- Any digital material that requires software, plug-ins, extensions or other executables to be downloaded or installed. They will not be reviewed.