

## ABOUT:

Root Division is an arts & arts education non-profit organization that was founded in 2002. Part of our mission is to offer opportunities for emerging and professional artists to develop, which includes exhibiting work and curating exhibitions. We embrace artists and curators with no experience in these areas as well as those with extensive resumes. As we consider submissions, we intend to include a broad range of artistic practices.

Our gallery space serves many needs, and as such is a unique environment in which to curate a show. **We strongly encourage that you visit our space and our website, familiarize yourself with our past & current exhibition program, and understand the mission of the organization before submitting a proposal.** Strong proposals will be clear & concise, will present innovative & engaging ideas, and will intend to draw a diverse group of participants & visitors. While we do not exclude artists & curators from outside the Bay Area, our primary focus is presenting local emerging artists and local emerging curators. **In order to promote as many artists as possible, we currently only accept proposals for group exhibitions.** Recent shows have ranged from five to thirty-five artists.

## REVIEW PROCESS:

Our Curatorial Committee of established Bay Area arts professionals meets in March, July & November to review submissions. We have an Initial Review & a Follow-Up Review Process. The Initial Review is a great opportunity to submit the kernel of the curatorial idea, presenting a limited number of images and writing materials. Once the Curatorial Committee completes the Initial Review, we will request additional materials from a select number of applicants for a Follow-up Review.

## PLEASE SUBMIT FOR INITIAL REVIEW:

**Request for Initial Review Form:** attached below

**Curatorial Statement:** a one-page statement describing the project and the artworks submitted

**Images:** Up to eight (jpgs, 1200px in largest dimension) labeled to correspond with the inventory numbers listed on application (i.e. 01\_ShowTitle). If there is video it should be submitted as a still and as a link to a web-hosted video viewer.

**Image Inventory Sheet:** attached below

**Curator's Resume:** (2 pg. max) Please do not submit all exhibiting artist resumes for Initial Review

**SASE for return of materials, if desired**

Thanks for your interest in Root Division!

Contact Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Title of proposed project/exhibition: \_\_\_\_\_

Estimated number of artists exhibited: (not all need to be confirmed at this time) \_\_\_\_\_

Would you consider an open call for this exhibition?      YES      NO

**Proposed Artists:** Please list the names of proposed artists here: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Schedule:** We try to schedule our exhibitions up to one year in advance. Is there a particular month that you prefer for the project, or any other time restraints you'd like the committee to be aware of?

\_\_\_\_\_

**Please describe how you feel the project is particularly suited to Root Division.** (This could be in relation to our mission, location, physical space, artists involved in the project, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Exhibition History:** Root Division's vision is to provide a space for innovative ideas to develop into unique exhibitions. Has this exhibition, or grouping of artists been shown anywhere else? If so, where, and how would you modify it for presentation at Root Division?

\_\_\_\_\_  
\_\_\_\_\_

**How did you hear about Root Division, and have you visited our space?**

\_\_\_\_\_  
\_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contact Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Title of proposed project/exhibition:** \_\_\_\_\_

**Image Inventory:** Please include the artist, year, title, media, & size of each image included.

*The space for notes is a good opportunity to annotate or explain the image how it relates to the exhibition theme/curatorial vision*

**Image 1:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 2:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 3:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 4:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 5:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 6:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 7:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**Image 8:** \_\_\_\_\_

Notes or video link: \_\_\_\_\_

**THANK YOU!**