



Longmont Museum & Cultural Center

400 Quail Road • Longmont, Colorado 80501 • (303) 651-8374



EXHIBITION PROPOSAL

Mission

The Longmont Museum's mission is to engage the community in an exploration of history, art, and science through exhibition, education, and the collection, preservation and interpretation of regional history.

Background

The Longmont Museum serves a diverse audience of more than 63,000 each year. It hosts between six and nine changing exhibits annually, including community-based exhibits developed in partnership with individuals and community organizations. The Museum has two changing exhibit galleries that are each approximately 1,200 square feet, and professional staff that design and mount all of the shows.

Exhibit Proposal Process

The Longmont Museum & Cultural Center entertains proposals from artists, historians, scientists, collectors, private exhibit developers, and other community members and entities for exhibits at the Museum. The Museum generally books its exhibits up to three years out. A staff committee reviews all proposals and makes recommendations for inclusion to the full staff, who have the final decision.

Criteria for consideration are:

- Relationship to the Museum's mission
- Balance and variety (within the context of the Museum's overall exhibit schedule)
- Costs, including shipping and Museum staff resources
- Potential audience appeal
- Quality and originality
- Restrictions, including security and insurance requirements
- Scheduling and availability
- Space requirements

The Museum may make a counterproposal for the inclusion of additional artists, introduction of an historical perspective, or other augmentation of the proposed show.

Proposal Submission

Please complete the attached form and submit it along with a digital portfolio (preferred) or slides of the proposed work and a curriculum vitae, resume, or other descriptive information on you and/or your organization. If you wish your slides returned, please include a prepaid return mailer. Digital portfolios will not be returned. Do not substitute a website address for a digital portfolio, as websites will not be reviewed. Incomplete applications will not be considered.

Deadlines: May 1, November 1

Longmont Museum & Cultural Center Exhibition Proposal

Name _____

Address _____ City _____ State ____ ZIP _____

Phone _____(H) _____(W) _____(cell)

Fax _____ E-mail _____

Organization (if applicable) _____

Website _____

Exhibit title _____

Description:

Suggested accompanying programs:

Proposed dates (list several preferences): _____

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Space requirements: (sq. footage, linear feet of wall space, ceiling height, number and size of works to be exhibited, etc.): _____

Special requirements (insurance, security, other): _____

Estimated costs: _____

Costs to Museum: _____

Costs to be borne by exhibitor: _____

Other information:

Signature

Date

Name and Title (printed)

Submit Proposals to:

Jared Thompson
Curator of Exhibits
Longmont Museum & Cultural Center
400 Quail Road
Longmont CO 80501
303-651-8371
Jared.thompson@ci.longmont.co.us

Deadlines for submission:

May 1 – review to be completed by July 1
November 1 – review to be completed by January 1