

**Kennedy Heights Arts Center  
Exhibition Proposal Form**

Name \_\_\_\_\_

Address \_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Please describe your proposed exhibition including featured artist(s), medium, theme, etc.

Please indicate any particular needs for your exhibition. For example, is any of the work suspended from the ceiling? Does it require electricity?

Approximately how many pieces of artwork and the range of dimensions would you plan to exhibit?

**To propose an exhibition, please submit the following by May 31:**

- **Cover Letter**
- **Exhibition Proposal Form**
- **Artist Statement:** describing your proposed series of artwork and/or your artwork in general
- **Curriculum Vitae or Resume:** description of exhibition experience, education or work in arts
- **Images:** a disc containing 10 to 20 professional quality images of a **consistent** body of artwork in JPEG digital format, 72 to 300 dpi. (300 ideal). Email submission is fine, such as through Dropbox.
- **Corresponding Image List:** For each JPEG include: JPEG file name, title of artwork, detailed description of media, dimensions, year of completion.

PLEASE SUBMIT PROPOSAL TO: Ellen Muse-Lindeman, Executive Director, Kennedy Heights Arts Center, 6546 Montgomery Rd., Cincinnati, OH 45213. (513) 631-4278, [curator@kennedyarts.org](mailto:curator@kennedyarts.org)

**Notification:** We will make every effort to notify artists by September 1.

Signature \_\_\_\_\_ date \_\_\_\_\_