



The Gallery at Pavilion I

Exhibition Information & Application Form

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About the Gallery

The Gallery at Pavilion I is a Class-A office building located within the ViBe Creative District, the newest art and cultural hub in Hampton Roads. At just six blocks from the Oceanfront, it is easily within walking distance of the Museum of Contemporary Art (MOCA), the Virginia Beach Convention Center, and many retail shops, restaurants, and health and wellness facilities. There are five (5) floors of space available for displaying art, each with a 23ft wall opposite the elevators so the work is seen immediately upon exit of each floor and in the lobby. Art work is available for public viewing from 9am-5:30pm M-F; and Opening Receptions typically attract 50-100 people.

What we do

- Install the art work
- Host your Opening Reception by providing setup, cleanup, wine, and light hors d'oeuvres
- Promote your exhibition on Facebook and request inclusion in the Pulse section of the Virginian Pilot
- Provide insurance against theft or damage while art work is in the building

Your checklist

- Handle transportation of art to and from the building
- Provide any pedestals or display boxes necessary to show sculpture or similar pieces
- Provide title tags for each piece displayed
- Send out invitations and provide an approximate guest count at least 5 business days prior to the Opening Reception
- Arrange desired layout of art on a previously agreed upon hang date
- Provide itemized list of the value of all artwork displayed to include title and location
- Handle all sales
 - All proceeds from sales will go to the artist
 - The Runnymede Corporation will direct all sales inquiries to the artist
 - The Runnymede Corporation will not accept any payment from buyers nor be involved in the pick up or delivery of sold art to the buyers.
 - Items sold must be replaced to avoid empty walls (or buyers must wait until the end of the exhibition to take possession of items). Item value lists should be updated for insurance purposes.

Application Instructions

Artists/Groups are asked to complete the following application and submit via one of the following methods:

Mail

The Runnymede Corporation
Attn: Exhibition Coordinator
600 22nd Street, Suite 400
VA Beach, VA 23451

Email

Attn: Exhibition Coordinator
info@trcva.com

Fax

Attn: Exhibition Coordinator
757-422-9815

Direct any inquires to Lauren Smead, Exhibition Coordinator: 757.422.1568 or lsmead@trcva.com

Application Form

Name of Group/Applicant: _____

Group/Artist Medium: _____

Website of work (if no website, please attach 10-15 images): _____

Number of Available Works: _____

Associations or Affiliations: _____

Awards: _____

Other Exhibitions: _____

When are you available to show? (minimum of 3 consecutive months): _____

Group/Artist Profile:

Primary Contact Information

Name: _____

Address: _____
Street *City, State* *Zip*

Home 📞: _____ Mobile 📞: _____

Email Address: _____

Acknowledgement

Selection of artist or organization will be made based on the decision of the Art Committee and upon availability of the Gallery scheduling. The Runnymede Corporation reserves the right to reject any works deemed inappropriate for display in the business tenant environment. Selected applicants will be notified by the administrator and dates may be adjusted as deemed necessary.

The undersigned agrees that photographic images taken by Runnymede may be used to promote opening.

The undersigned represents that the above statements are true and complete and authorizes The Runnymede Corporation to verify all information.

Signature

Date