



**R.W. & Joyce Witt Gallery  
Exhibition Application  
AY 2023-2024**

**Deadline: Monday, April 24, 2023**

This is a fillable form. Please download the form and fill it out digitally.

**Applicant Information**

Full Name:

*Last*

*First*

CSUS Email:

Phone:

Student ID:

Art Faculty Sponsor:

**Type of Show (check one, if applying for two shows you must submit separate applications)**

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Solo

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Group; How many exhibitors? \_\_\_\_\_

**Process**

Submitting and accepting the R.W. & Joyce Witt Gallery Exhibition Application is an electronic process.

- Complete this application and send it **as an email attachment to your faculty sponsor**.
- With the email also Include a pdf with 3-5 images, and artist or group show statement.
- The faculty sponsor will receive the application package from the student and will either:
  1. Approve the application and forward it by email to **[galleries@csus.edu](mailto:galleries@csus.edu)** (cc: the applicant), **OR**
  2. Deny the application and inform the applicant by email of that decision.
- The Gallery Committee only will review approved exhibition proposals **submitted by** faculty sponsors.
- If accepted, you will be informed by the Gallery Committee via email of your exhibition dates.

**Note:** Students should **NOT** send their application package directly to the Art Office or University Galleries. Applications will only be accepted from the faculty sponsor. There are no exceptions to this process.

**Exhibition Dates**

Indicate the semester for which you would like to have your show.

NOTE of campus closures: Labor Day (9/3); Veterans' Day (11/10); Thanksgiving break (11/23-24); Spring Break (3/18-24); and Cesar Chavez Day (3/31).

**Fall 2023 (8/28 – 12/8):**

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**Spring 2024 (1/22 – 5/10):**

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**Agreement**

Witt exhibitors are responsible for all aspects of their show. Including but not limited to funding, external publicizing, installing, and de-installing their shows. They must also provide gallery attendants during the hours the gallery is open to the public (noon-4PM Tuesday-Friday). It is mandatory that the prospective exhibitor read the R.W. & Joyce Witt Exhibition Guide Packet (available on the University Galleries website), and attend an orientation meeting at the beginning of 2023-24 (date TBD). If accepted for a show, the exhibitor agrees to supply the department with information about their show when requested. Any changes to the topic/structure of the accepted exhibition must be discussed in advance with the faculty sponsor. All correspondence will be to the student's official Sacramento State email address.

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I accept this agreement.

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I have read the R.W. & Joyce Witt Exhibition Guide packet.

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If accepted, I will communicate in a timely manner about my show and will fully supply information about my exhibition to the Art Office, so that the department can promote my show on the website, social media, and the University's calendar.

**Proposal**

Below, briefly summarize your ideas for your exhibition. In a separate pdf include 3-5 digital images of your work or images for exhibiting artists. Label artwork images with artist name, title, year, media, size. PDF should also include a brief artist statement or curatorial statement for group shows. Please attach an additional page if more room is needed for your proposal description.