

Key Dates and Deadlines for Participants

MONDAY 2nd SEPTEMBER 2019

DEADLINE final changes to Marketing and Press information form.

MONDAY 7TH OCTOBER 2019

DEADLINE for final confirmation of venues

EARLY NOVEMBER 2019 we will send out the proof of the guide text to organisations

MID NOVEMBER 2019

DEADLINE for copy to be proofed by all organisations

TUESDAY 21ST APRIL 2020 All exhibitions to be installed ready for visiting press

WEDNESDAY 22ND APRIL 2020 installation images to be sent to GI team for press requests (by 8pm)

23RD-24TH APRIL 2020 venues to be available for press preview

THURSDAY 23RD APRIL 2020 All venues to be open from 11am for press invited guests and visiting curators

24TH APRIL - 10TH MAY 2020

All venues to be open everyday throughout festival (for queries please contact the GI team).

****If you want to look at a PDF of all the questions prior to completing the form please [CLICK HERE](#)***

Exhibition/Organisation Contact Details

* Contact name

* Email address

Name of organisation (if applicable)

GI Reference Number (On Award Letter)

Artist Information

Please enter information for each artist. You can add further artists on following pages.

* Artist Name

Formatting Guidelines for Artist Biographies

Please follow the guidelines below when preparing your artist biographies for use on our website and in the festival guide.

ARTIST'S NAME

Artist's name (b. 19XX in city, country) lives and works in city, country.

One or two paragraphs of brief description of the artist's work (artist referred to by surname only).

Solo shows include: Name, Studio/Gallery etc. name, city, country (year in reverse chronology); Name, Studio/Gallery etc. name, city, country (year).

Group exhibitions include: Name, Studio/Gallery etc. name, city, country (year in reverse chronology);

Name, Studio/Gallery etc. name, city, country (year).

For more information visit: Website address (artist's own if they have one).

* Biography

Please upload an artist CV.

Files should be pdf format and no bigger than 5MB.

Choose File

No file chosen

* Year of birth

* Country of birth

* Where the artist currently lives/ works

Please provide links for artist website, Twitter, Facebook etc.

Name of gallery representing the artist (if applicable)

Website link for representing gallery (if applicable)

Please upload 1 images for each artist for use on the Glasgow International website.

Images should be formatted as 1020x520 pixels - Landscape. If you do not have access to photo editing software you can do this online using the crop tool at www.picmonkey.com

(Please note there will be opportunity to upload additional images for your project later in this form).

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

* Image credit

* Do you have more artists to add?

Artist 2: Artist Information

Please enter information for each artist. You can add further artists on following pages.

* Artist Name

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For more information visit: Website address (artist's own if they have one).

* Biography

Please upload an artist CV.

Files should be pdf format and no bigger than 5MB.

Choose File

No file chosen

Can the artist's CV be made available on our website?

Yes

No

* Year of birth

* Country of birth

* Where the artist currently lives/ works

Please provide links for artist website, Twitter, Facebook etc.

Name of gallery representing the artist (if applicable)

Website link for representing gallery (if applicable)

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Choose File

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* Image credit

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Artist 3: Artist Information

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* Artist Name

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For more information visit: Website address (artist's own if they have one).

* Biography

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Choose File

No file chosen

Can the artist's CV be made available on our website?

Yes

No

* Year of birth

* Country of birth

* Where the artist currently lives/ works

Please provide links for artist website, Twitter, Facebook etc.

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* Image credit

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Artist 4: Artist Information

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* Artist Name

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Group exhibitions include: Name, Studio/Gallery etc. name, city, country (year in reverse chronology); Name, Studio/Gallery etc. name, city, country (year).

For more information visit: Website address (artist's own if they have one).

* Biography

Please upload an artist CV.

Files should be pdf format and no bigger than 5MB.

Choose File

No file chosen

Can the artist's CV be made available on our website?

Yes

No

* Year of birth

* Country of birth

* Where the artist currently lives/ works

Please provide links for artist website, Twitter, Facebook etc.

Name of gallery representing the artist (if applicable)

Website link for representing gallery (if applicable)

* Please upload 1 images for each artist for use on the Glasgow International website.

Images should be formatted as 1020x520 pixels - Landscape. If you do not have access to photo editing software you can do this online using the crop tool at www.picmonkey.com

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Choose File

No file chosen

* Image credit

* Do you have more artists to add?

Artist 5: Artist Information

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* Artist Name

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Group exhibitions include: Name, Studio/Gallery etc. name, city, country (year in reverse chronology); Name, Studio/Gallery etc. name, city, country (year).

For more information visit: Website address (artist's own if they have one).

* Biography

Please upload an artist CV.

Files should be pdf format and no bigger than 5MB.

Choose File

No file chosen

Can the artist's CV be made available on our website?

Yes

No

* Year of birth

* Country of birth

* Where the artist currently lives/ works

Please provide links for artist website, Twitter, Facebook etc.

Name of gallery representing the artist (if applicable)

Website link for representing gallery (if applicable)

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Choose File

No file chosen

* Image credit

* Do you have more artists to add?

More than 5 Artists...

If you have more than 5 artists in your exhibition / event please get in touch with us directly by emailing mollymae.whawell@glasgowinternational.org We will provide instructions for sharing additional artists' information.

Exhibition / Event Details

This information will be used for our festival website, press releases and other marketing activities including the festival guide.

* Exhibition / Event Title

* Short description of your project **(MAX 150 words)**

* Please explain why you invited this particular artist(s), and how it reflects on your aims for the festival and / or your organisation. *This information will be used to help us better communicate your project and aims to audiences and press.*

* Event Type (to help audiences search on our website)

- Exhibition
- Event/Performance
- Workshop
- Talk
- Film
- Tour

* Please tell us if this is a Solo or Group show (used for evaluation purposes only)

* Please select the medium/art form (used for evaluation purposes only)

* Audiences

Please describe any particular groups that your event or exhibition is aimed at, or suitable for. (Please tick all that apply).

Children, age 0-11 years

Children and Teens, age 12 - 18 years

Older People

All audiences

Please describe any special interest groups that your event is targeted towards, or suitable for.

* Credits / Collaborators (i.e. i.e. Funders, cultural ministries, co-commissioners or others supporting your project. (If none write 'NONE')

* Exhibition Dates

All exhibitions must be open by 23rd April and run until 10th May 2020(excluding one off events)

Launch Date

Closing Date

* Opening Times

Inclusion in Glasgow International is under agreement that all exhibitions are open daily between 23rd April and 10th May 2020. If you are unable to open on any of these dates please call to discuss this with the team.

Monday OPEN

hh	mm	-
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Monday CLOSE

hh	mm	-
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Tuesday OPEN

hh	mm	-
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Tuesday CLOSE

hh	mm	-
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Wednesday OPEN

hh	mm	-
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Wednesday CLOSE

hh	mm	-
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Thursday OPEN

hh	mm	-
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Thursday CLOSE

hh	mm	-
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Friday OPEN

hh	mm	-
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Friday CLOSE

hh	mm	-
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Saturday OPEN

hh	mm	-
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Saturday CLOSE

hh	mm	-
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Sunday OPEN

hh	mm	-
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Sunday CLOSE

hh	mm	-
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Exhibition preview event

As with previous festivals we are trying to organise openings around geographic areas (City Centre, East End, West End, Southside) to maximise audience crossover. Please indicate your preference this is subject to confirmation with GI team after checking festival clash diary.

- Thursday 23rd April
- Friday 24th April
- Saturday 25th April
- Sunday 26th April

IMAGES

Please upload up to 10 images for the project which we will use on the Glasgow International website and for press requests.

Choose a selection of landscape and portrait images.

(SIZE MAX 5MB)

Image 1

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 1:

Image 2

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 2:

Image 3

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 3:

Image 4

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 4:

Image 5

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 5:

Image 6

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 6:

Image 7

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 7:

Image 8

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 8:

Image 9

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 9:

Image 10

Files should be PNG or JPEG format and no bigger than 5MB.

Choose File

No file chosen

Image credit 10:

Venue Details

Please provide details of the venue for the event. Please include contact numbers and email for use on our website.

All venues must be confirmed by Monday 7th October 2019.

* Is your venue confirmed? (all venues must be confirmed by MONDAY 7th October 2019)

Yes

No

* Address & Contact Info (for the general public)

Gallery / Venue Name (if applicable)

Address

Address 2

City/Town

Postcode

Venue Email Address (for public)

Venue Phone Number (for public)

* Nearest transport links

Rail

Subway

Bus

Other

If this event is an offsite location, or difficult to find, please give details to help audiences find the venue.

Accessibility

Please provide details about the accessibility of your venue. Please use the box below for any specific access requirements. This will be added to your listing on our website.

* Is the venue wheelchair accessible?

* Does the Venue Have Toilet Facilities (for public use)

* Does your venue have baby changing facilities?

Yes

No

Please use the box below for any specific access requirements.

Press Requests / Visits

Please indicate your own and your artist(s) general availability for face to face and telephone interviews.

This information will be passed to our PR team who will be in contact with you directly with any press requests.

*** Artist(s)**

- Prior to the festival (up to 23rd April)
- During the festival opening weekend (23rd - 26th April)
- Remainder of the festival (27th April - 10th May)
- The artist is not available at all

*** Curator / Producer**

- Prior to the festival (up to 23rd April)
- During the festival opening weekend (23rd-26th April)
- Remainder of the festival (27th April - 10th May)
- The curator/producer is not available at all