

# Piano Nobile Gallery Call Booklet

The Manitoba Society of Artists (MSA) is pleased to announce it continues as curator with the Centennial Concert Hall for the Art Exhibitions that are held in the Piano Nobile Gallery.



This Call Booklet contains the guidelines, terms and conditions of exhibiting.

## Call for Submissions 2025/2026

### **CALL FOR SUBMISSIONS - DATES**

The approximate time frames next available for 4 new shows are:

1. Spring 2025 (March, April, May) - OPEN
2. Summer 2025 (June, July, Aug) - OPEN
3. Fall 2025 (Sep, Oct, Nov) - OPEN
4. Winter 2025/2026 (Dec, Jan, Feb) – OPEN

Shows are currently being booked for 2025 but artists can specify a preferred time period of 2026.

### **EXHIBIT PROCESSING FEE:**

Please note that show length is 2-3 months. If the main contact for a collective of artists is a MSA Member in good standing, the reduced member exhibition fee applies. The exhibit processing fee is required at time of application.

- \$150 MSA Member Exhibit
- \$200 Non-Member Exhibit

# GUIDELINES, TERMS AND CONDITIONS

Artists must submit as a collective with one contact person appointed (The Exhibitor) OR as a solo show. Each show is 2-3 months long.

Please note that MSA does not reject or accept individual works, the jury votes on the artists' SHOW/statement. Approved Shows booked more than one year out, may have a few works replaced as long as the new works adhere to the show statement and are of equivalent quality.

The Piano Nobile space can comfortably hold between 12 to 24 works of art. Venue is perfect for large format artwork. Please contact the Curator ([info@manitobasocietyofartists.com](mailto:info@manitobasocietyofartists.com)) for a wall layout and sizing sheet, if needed.

## Submission Requirements:

### 1. Completed Application Form

The application form requires the information listed below. Gather this information, and then complete our online application form. The form is completed and sent once you reach the end and press Submit. It will be immediately emailed to the Submission Coordinator.

- Main Contact Information of Exhibitor
- Bio for each Artist — Max 200 words each
- Name and Statement of Group Show
- List of Artworks — Artist's Name, Title, Medium, Size and Price (All work must be for sale).

The Piano Nobile Application form is on our website <https://www.manitobasocietyofartists.com/pn-application>

### 2) Digital Photos of the Artwork:

- Mail a USB containing your Digital Photos:

Manitoba Society of Artists, ATTN: Piano Nobile Gallery Submission, 120  
Eugenie Street, Winnipeg, Manitoba R2H 0X7

**IMPORTANT:** Each work must be submitted as a Jpeg/JPG file, Minimum size 600kb, Maximum size 2MB.

Each image must use the following naming convention: “artistname\_artworkname.jpg” or “artistname-artworkname.jpg” so that the jury can coordinate between images and image listing. It is crucial that this format be followed and cannot be missed.

\*\*\*Images NOT named and sent in the format above will be considered incomplete and may miss the deadline if not corrected within an appropriate amount of time.\*\*\*

### 3) Entry Fee

The Entry Fee is per exhibit, (not per artist).

MSA Member Exhibit	\$150
Non MSA Member Exhibit	\$200

The fee is per exhibit, not per artist. It is payable by eTransfer or cheque.



#### eTransfer Instructions

- eTransfer to [submit@manitobaartists.com](mailto:submit@manitobaartists.com) with your bank’s app
- In the transfer comments, please include “Application for Piano Nobile Gallery - Artist Name”
- This will be a direct deposit to the MSA account.
- Your bank will send you a receipt



#### Mail Instructions

- Please make you cheque payable to “Manitoba Society of Artists”
- Make sure the name of the Artist is on the cheque
- Mail the cheque to:  
Manitoba Society of Artists  
ATTN: Piano Nobile Gallery Submission  
120 Eugenie Street  
Winnipeg, Manitoba R2H 0X7

\*\*\*Please Note: This fee is non-refundable, and goes directly towards MSA Programming and Events\*\*\*

**Only until ALL THREE submission criteria is completed will the application be considered final and be forwarded to the Jury.  
Application, Payment and Images**

## TERMS AND CONDITIONS

**Details:** The artist/exhibitor is responsible to insure his/her own exhibited work. Manitoba Society of Artists (MSA) and Manitoba Centennial Centre Corporation (MCCC) are not liable for any damage howsoever caused. Reasonable care will be taken in ensuring the safety of accepted artworks. No artwork will be accepted onto MCCC premises without the proper waivers having been signed.

Art must be appropriate for viewers from 5 to senior ages. Images of graphic nudity or violence will not be accepted.

**Two Waivers are required.** No artwork will be accepted onto MCCC premises without signing the MCCC waiver between the Exhibitor and MCCC; and the MSA Waiver between all exhibiting artists and MSA. Waivers will be emailed to you upon acceptance of a show.

**Selection Process:** Selection of works will be made by the MSA Jury Panel. The number of pieces accepted for each show will be determined by the Jury Panel and/or the Curator.

Once a selection has been made the exhibitor will be contacted via email if they have been accepted into the show. All forms and mediums of hanging artwork are accepted, but framed works are preferred.

**Hanging:** All work must be ready to hang with adequate wire on the back. Gallery canvases must have all visible edges presentably finished. Watercolours, drawings and original prints and all other works on paper must be under glass with suitable frame brackets (no gallery clips).

**Intake and Pickup:** Will usually be on a Sunday 8AM (date and time may change, the Curator will confirm details in advance). Hanging is on the same day as the intake and pickup.

**Transportation** of the artwork is the responsibility of the artist. The Artist, Exhibitor or their appointee must be present during the hanging to assist.

**Display Tags:** These are supplied by exhibitor, using info provided by MSA. An Avery template is available if desired.

Artists may provide business cards and a poster for the show.

**Sales:** All work must be for sale. Any work sold must remain until the end of the Exhibit. Sales are handled by the Manitoba Centennial Concert Hall.

**Commission:** Manitoba Centennial Concert Hall retains a 25% commission on sales.

**Sold Works** Purchaser arranges pickup of sold works with MCCC. Purchasers will be contacted by MCCC to confirm details.

**Storage of Art:** Neither MCCC nor MSA have storage space for the artist's/exhibitor's work either before or after exhibitions. It is the artists' responsibility to know the exhibition schedule and to be present at the display at the appointed time to deliver or remove artist/owner work.

The exhibitor agrees to remove artworks from the MCCC building by the time and date advised by the curator and no display may be removed before the end of the exhibit dates. If the exhibitor does not remove works at the specified time MSA will remove the works and an art storage fee may be charged by MSA at the rate of \$5/per item per day. If works are stored by MSA more than 40 days, the work may be disposed of as the Curator sees fit.

**Publicity:** Should your application be accepted, Artist Names and Biographies, and Show Title/Statement may be used in MSA or MCCC publicity to promote the Piano Nobile Exhibits.

All artists in the show give permission for an image of their work to be used for publicity purposes of the exhibit. A digital image of the work and artwork info may be present on [www.manitobasocietyofartists.com](http://www.manitobasocietyofartists.com) and social media.