Public Notice No. 2018- 1, Museum of Contemporary Art Busan

**Call for Submission of Works to be Purchased**

**for the 2018 Collection at MOCA BUSAN**

**The Museum of Contemporary Art Busan (MOCA Busan) announces the following plan to purchase exceptional works of art for its collection, in preparation for the opening of the museum. We look forward to the participation of artists, private collectors, galleries, and other relevant agencies in Korea and overseas.**

**January 29, 2018**

**Director,**

**Museum of Contemporary Art Busan**

■ **Eligibility of Artwork for the Collection**

The Museum of Contemporary Art Busan’ s first collection in 2018 aims to specialize in works which embody the identity of the museum; moving images, new media (light, sound, technology, digital, etc.) and related installation artworks, dealing with contemporary artistic, environmental, and sociocultural issues, as follows:

① Works invited to major overseas exhibitions or of international recognition

② Contemporary art works that represent the Republic of South Korea

③ Contemporary art works by talented young and middle-aged artists representative of Busan

④ Works with high potential for exhibition, research and study, further applications, etc.

■ **Notice Period**

09:00-18:00, 29 January (Mon) - 18 February (Sun), 2018 ▷ 21 Days

**■ Application Period**

10:00–17:00, 19 February (Mon) - 23 February (Fri), 2018 ▷ 8 Days

■ **Application Procedure**

-Apply online through the Museum of Contemporary Art Busan Webhard account:

Webhard (www.webhard.net) → Log in using the following ID and password (ID: mocabusan PW: moca1234) → Double-click the “Upload\_Only” folder icon → “2018collection” folder icon → Create your own private folder in one of the 3 category folders according to genre, and upload materials. Newly created private folders should be named after the applicant, and protected by a password.

※ The online submission deadline is 17:00 (Korean local time) 23 February 2018. Only completed submissions uploaded before the deadline will be valid.

※Applications for the first collection in 2018 can only be submitted online.

■ **Inquiries/ Contact Information**

Kim Young-joon

Curator, Curatorial Office

Museum of Contemporary Art Busan

Tel. +82+(0)51+220+7343

■ **Download Application Forms**:

The Museum of Contemporary Art Busan website [www.busan.go.kr/moca](http://www.busan.go.kr/moca)

■ **Applications May Be Submitted By:**

-artists, private collectors, self-employed persons or corporate businesses, other relevant agencies, etc.

■ **Application Documents and Materials** (※ Submit documents and files)

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| --- | --- | --- |
| **Application**  **Document** | **Directions** | **Other** |
| **① Work Sales Application Form x1 (form can be downloaded from the museum website)** | -Each artist may submit offers for a maximum of 3 works.  -In the “Category” section, choose one of 3 categories: New Media Art, Moving Image, Installation.  1) New Media Art: works using multi-channel video, sound art, digital art or other technology  2) Moving Image: film or video works of artistic value, such as single channel video or animation  3) Installation Art: new media related works involving three-dimensional space and excluding traditional sculpture  -Work Dimensions: In case of film or video files, measure running time precisely and record as ‘00min 00sec’.  In case of works consisting of multiple pieces, write the number of pieces and individual running times.  In case of two-dimensional works, write Height (H) × Width (W) × Thickness (T) in order.  In case of three-dimensional works, write Height (H) × Width (W) × Depth (D) in order.  **(In the event that work dimensions, title, image, edition, etc. submitted in the application do not correspond with the actual work submitted, the contract will be terminated.)**  -In case of works of which varying editions exist (especially, moving images), please specify accurate edition information.  **-In case of additional or specialized equipment accompanying or being required in order to exhibit the work, or any other additional requirements of the artist, please specify clearly in the “Materials and Techniques” section. (※ If a final decision to purchase is made, the applicant must also supply all necessary equipment for exhibiting the work. Please include expenses for such equipment in the selling price of the work.)**  **※ Though official seals or signatures are not necessary for online applications, original documents with official seals or signatures must be submitted after purchase selections are made.** |  |
| **② Work Description**  **Form x1** | -Attach image(s) and include a written description of the work. |  |
| **③ Curriculum Vitae of the Artist Form x1** | -Artist’s CV (Exhibitions, history of work sales, holding institutions, etc.) |  |
| **④ Work Image File(s) (jpg)** | -Upload image files to the museum Webhard account (file sharing service).  -File Name Format: Artist Name – Work No. according to the application form – Work Title (ex. John Doe - 1 - Untitled）  \*Attach detailed images/ images taken from multiple angles to allow accurate visual assessment of the work.  -High-resolution digital images no smaller than 1280×1024 pixels are recommended. |  |
| **⑤ Video Files**  **(Including Still Images)** | -In case of film or video works, applicants must upload preview video files for evaluation to the online museum Webhard file sharing service -compression codec: Video (mpeg2, mpeg4, WM9, H264, or mp4 avi), Audio (non-compressed or mp3)  ※ Please specify the name of the video/audio codec used. (The museum will not be held responsible for errors during review if codecs other than those mentioned above are used.)  **-In case of multi-channel works with 2 or more channels, applicants must submit a video file for review showing all channels simultaneously on a single screen.**  -In case of single channel video works, more than 3 images (jpg) of important still cuts of the work should be included. |  |
| **⑥ Work Sales History Documentation** | -Include records of sales for other editions of the artist’s applied work and sales of major works to other agencies (including sale price, etc.)  **※ May request proof of sale where necessary** |  |
| **⑦ Work Installation Manual**  **(if necessary)** | **-Attach a detailed manual for installation and maintenance.** |  |
| **⑧ Copyright Release** | **(Not required during intial application process.)** | Submit original documents at time of purchase |
| **⑨ Certificate of Art Work (Reference)** | **(Not required during initial application process.)** | Submit original documents at time of purchase |

■ **Notes on Completing the Work Sales Application Form**

\* The application form must be filled out using Microsoft Word file. (Do not alter or distort the forms)

(In case of concerns regarding possible errors (relating to choice of font, image file, etc.) additional uploads of pdf. files can be made.)

\*In case of applications for multiple works, a separate Work Sales Application form should be completed for each work.

\***In the 'Curriculum Vitae of the Artist' section on the Work Sales Application form, only the main career need be included. (Detailed career information can be submitted on the separate 'Curriculum Vitae of the Artist' form. Additional attachments can be included if necessary.)**

※ When applying online, we recommend that applicants give themselves sufficient time to submit applications, as there may be technical difficulties or system lags due to excessive traffic prior to the deadline. The museum will not be held responsible for any upload failure in this regard, or disadvantage caused by failure to comply with any other guidelines.

■ **Additional Notes on the Application Process**

\*Each artist may submit up to 3 works, and a work consisting of a series may be recognized as a single work.

\*The name of the applicant, contractor and holder of the relevant bank account must all be the same person.

\*At the request of the museum, applicants must provide certificates of authenticity (appraisal statements) issued by the Korean Art Appraisal Association.

\*In case of works by artists based overseas, certificates confirming authenticity, signed personally or issued by owning galleries must be submitted.

\*Once the Sales Contract has been signed and concluded, the work has been received by the museum, and payment has been made, all ownership rights concerning publication, exhibition, leasing, internet publication, and use of image of the work will immediately be transferred to the Museum of Contemporary Art Busan.

(※ Issues concerning the transfer of copyrights are negotiable prior to contract settlement.)

\*When transferring the actual work to the museum, the seller must take all necessary measures required to maintain the work in its optimum condition (in compliance with museum requirements).

■ **Selection of Works to be Purchased**

The selection process will follow the art collection procedures of the Museum of Contemporary Art Busan, involving deliberations by the Collection Recommendation Committee and Collection Purchase Committee. Final selections for purchase will be notified individually.

<Work Purchase Procedure>

Once a Work Sales Application has been accepted:

→ Collection Recommendation Committee (Recommendations of works)

→ Collection Purchase Committee (Decisions on works to purchase and prices)

→ Purchase Contract / Transfer of Work

→ Work Inspection / Registration in Collection

※ In case of the actual exterior form (composition, color, size, etc.) of a selected work varying from images submitted in the initial application form, the contract will be rendered void.

■ **Decisions on Purchases and Prices**

Works selected for purchase will be subject to a purchase contract between the applicant and the museum, however the prices of works will be based on the decisions of the Work Purchase Committee.

■ **Announcement of Results**

Successful applicants will be notified personally from 19 to 20 March 2018 (over a 2 day period).

**※ Announcement dates may change depending on the deliberation process.**

■ **Purchase Contracts and Work Transfers**

After a purchase contract has been concluded and signed, the work will be transferred to the Museum and payment will be made.

(※ Applicants will be notified individually about the purchase, contract and transfer schedule.)

**All fees (including transportation) involved in the transfer of selected works to the museum are the responsibility of the applicant, and storage of works in the museum prior to completion of the contract process is prohibited.**

■ **Other**

① Documents and related materials submitted by applicants will not be returned.

② For further inquiries please contact the Curatorial Office, Museum of Contemporary Art Busan.

※ Business Hours: 09:30~17:30, weekdays only (unavailable on weekends and national holidays)

[Forms are available to download from the Museum of Contemporary Art Busan website.]

(Form No. 1) Work Sales Application + Work Description (Korean, English)

(Form No. 2) Curriculum Vitae of the Artist

3. Certificate of Authenticity

4. Work Sales History Documentation (if applicable)