



pause.

Information for Exhibitors

About

Curated by a voluntary committee, **pause.** is a platform for local artists, collectives and groups to showcase their work, creativity and imagination to the general public. Situated on the ground floor of MTU Cork School of Music, the space hosts approximately ten visual art exhibitions each year between September and June, representing a wide range of styles, techniques, and artforms.

Applications

Exhibitions are generally scheduled following a call for expressions of interest, though proposals and enquiries are welcome throughout the year.

In preparing an application, prospective exhibitors should aim to include the following:

- 1) A concise portfolio of works (e.g. collection of images, pdf catalogue, or link to artist's website);
- 2) A preference of calendar month(s) to exhibit; and
- 3) An acknowledgement that they have read, understand and agree to comply with the accompanying Conditions of Engagement (see below).

The **pause.** committee reviews and considers all applications received with decisions communicated in writing by email.

Committee

The **pause.** committee is currently comprised of three members of staff at MTU Cork School of Music: Coral O'Sullivan (Chairperson); **Tom Doyle** (Exhibition Coordinator); and Fiona Hickey.

Frequently Asked Questions

What space is available?

The four main pillars and nearby wall space are fitted with wooden rails and are available for use by exhibitors.



How many pieces can I exhibit?

This is at the discretion of the artist. Previous exhibitions have ranged from 12 to 70+ items.

What hanging system should I use?

Hook-and-wire (one example would be the [STAS](#) picture hanging mechanism).

Where can I display information about the artwork and prices?

The space has a dedicated table where flyers, catalogues, visitor books and other information can be left for the public.

Where can I find the MTU logos for use on publicity material?

These are available through MTU's [Marketing Department website](#).

Do I have to organise a launch?

No, there is no obligation to organise a launch.

What are the building's opening hours?

During the academic year, September to June, the building is open:

- Mondays to Fridays, 08:00 - 22:00
- Saturdays, 08:30 - 17:30
- Sundays, 09:30 - 17:30

The building closes for Bank Holidays and is subject to reduced hours during Christmas, Easter and Summer breaks.

Where can I find more information?

Visit our webpage, csm.mtu.ie/pause, or send an email to the [Exhibition Coordinator](#).

Conditions of Engagement

Any exhibition accepted by the **pause.** committee must comply with the following conditions. Where used, the term 'artist' is understood to mean the exhibiting artist, collective or group.

1. Generalities

- (i) All matters pertaining to exhibitions will be determined by the **pause.** committee and their decisions will be final.
- (ii) No exhibition must in any way interrupt or compromise the activities of MTU Cork School of Music. The artist will, at all times, show respect for the students, staff, fabric, facilities, and equipment of MTU Cork School of Music.
- (iii) A period for the exhibition will be agreed in advance with the artist. All work associated with the exhibition, including hanging ("get-in") and takedown ("get-out"), must occur within these dates.
- (iv) A single item from each exhibition will be donated to MTU Cork School of Music to form part of its permanent collection. Upon the close of the exhibition, the **pause.** committee will propose an item for donation and seek agreement from the artist for same.
- (v) The exhibition is mounted at the expense of the artist and no costs arise for MTU Cork School of Music.

2. Hanging and Takedown

- (i) Specific dates and times for hanging and takedown must be confirmed by the artist in advance with the Exhibition Coordinator.
- (ii) The space and hanging rails are provided "as is". All aspects of the hanging/takedown process, and related equipment/materials (e.g. ladder, hooks, wire), are the responsibility of the artist to source and organise.
- (iii) No free-standing items are permitted, in accordance with health and safety requirements for a public thoroughfare.
- (iv) No items, including catalogue information and publicity materials, are to be affixed to the walls. Such items should instead be made available at the designated table.
- (v) The artist undertakes to provide a list of exhibits and to ensure that copies are available in the exhibition space.

3. Launches and Receptions

- (i) Any artist wishing to organise a launch for their exhibition must notify and agree the date and times in advance with the Exhibition Coordinator.
- (ii) All arrangements for catering are to be made solely through the Facility Management Company (Apleona). Any associated costs are the responsibility of the artist.

4. Publicity

- (i) The artist is responsible for the general promotion and publicity of the exhibition.

- (ii) MTU Cork School of Music must be acknowledged in all publicity material.

5. Child Protection

MTU Cork School of Music operates within the University's **Child Protection Policy** and all artists are required to adhere to this policy. The **pause.** committee reserves the right to request the removal of material that does not accord with the policy.

6. Artwork Sales

MTU Cork School of Music places no restrictions on the artist with regard to the sale of work exhibited. Neither MTU Cork School of Music nor the Facility Management Company (Apleona) will have any involvement with sales of exhibited work.

7. Insurance

The artist will ensure that they have appropriate insurance cover for the duration of the exhibition. No liability whatsoever accrues to MTU Cork School of Music.

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