Kyoto Museum for World Peace, Ritsumeikan University
2027 Peace Commons/ Peace Gallery Exhibition Application Guidelines

The Kyoto Museum for World Peace, Ritsumeikan University invites proposals for poster exhibitions to be held in the open spaces of "Peace Gallery" or "Peace Commons" located on the second floor. These spaces are available for use by university students, among others, as venues for presenting research outcomes, fostering academic dialogue, and disseminating information through exhibitions.

Exhibition Period

Exhibition Period:

16 April 2027 to 31 September 2027

Following the museum's annual calendar, the exhibition will be scheduled for 2 to 4 weeks, with adjustments made in coordination with other events. Details will be set after the acceptance decision, in consultation with the applicant.

Opening Hours: 9:30 AM to 4:30 PM (last admission by 4:00 PM).

Closed: Sundays and the day after public holidays (if a Sunday is a public holiday, the museum will be open, and the following day will be closed), New Year's holidays, summer vacation, and other days designated by the university.

Exhibition Venue

Kyoto Museum for World Peace 2nd floor Peace Gallery or Peace Commons.

Venue Usage Fee

Free of charge.

Eligibility for Application

Applicants must be members of Ritsumeikan University, that agree with the founding philosophy of the museum. All applicants must comply with the guidelines and regulations for the event. Applications that involve promoting specific political parties, political activities, or religious propaganda or missionary activities may be declined.

Kyoto Museum for World Peace, Ritsumeikan University's Founding Philosophy

The twentieth century saw two world wars, in which tens of millions of lives were lost. Nonetheless, conflicts have not stopped, and many lives are still in danger today. Moreover, humanity is plagued by hunger, poverty, human rights violations and environmental disasters. We need to eliminate not only the causes of conflict, but also all barriers to human development so that we can build a peaceful society in which human potential can blossom. As a university, Ritsumeikan felt that it had a social responsibility to promote the development of a peaceful society and therefore established the Kyoto Museum for World Peace to foster the understanding necessary to build a peaceful world.

Exhibition Format

- In principle, submissions are accepted for panel displays and poster presentations. These spaces may also be used to present research findings and survey results.
- The installation of display cases is not permitted.
- The Peace Gallery and Peace Commons are open areas accessible to the general public. For open-display exhibitions, the Museum cannot guarantee the condition

or security of exhibited works.
- Applicants are requested to take visitor flow into consideration and note that exhibition layouts are subject to spatial limitations.
- Exhibitions incorporating audiovisual equipment are permitted; however, organizers must ensure that staff are present at all times or that adequate security measures are in place.

How to Apply
Applicants must submit the required documents in advance. Please send the application documents via e-mail or letter mail to the museum office within the application period.

Application Period
16 November 2026 – 11 January 2027 As indicated by the postmark on the envelope
(Selection results will be notified by the end of February 2027.)

Submission Address
56-1, Toji-in Kita-machi, Kita-ku, Kyoto 603-8577
Kyoto Museum for World Peace Office, Gallery Exhibition Coordinator (Attn: Otsuki)
E-mail: wp-event@st.ritsumei.ac.jp

Required Documents
1. Exhibition proposal application form
2. Exhibition proposal (A4 size 1-2 pages, in any format)
3. Exhibition layout plan (Please illustrate based on the exhibition room layout)
4. List of materials/works (Please list with names, sizes, quantities, etc., in any format)

- For group applications, please provide details of the organization, including the representative, organization rules, overview of the organization, and activities.
- If you plan to hold related events (such as gallery talks or lectures), please include an overview of these events with your exhibition proposal.
- Please inform us promptly if there are any major changes in the planned exhibition or related events.

Selection Process
The selection of proposals will be determined by the museum. Please note that depending on the content and the number of applications, some proposals may be declined. Additionally, as the museum is an educational facility of Ritsumeikan University, if the number of applications exceeds the available slots, priority will be given to proposals from the Ritsumeikan community.

Important Notes for Exhibition Applicants:
Please review the following conditions before submitting your proposal.

About the Exhibition
- The “host” of the exhibition and related activities will be the applicant. It will be under the support of the museum.
- The Special Exhibition Room is free to use; however, the applicant is responsible for all costs and tasks related to planning, production, transportation, installation,

promotion, and event hosting.

- The venue is free, but museum charges an entry fee for visitors
  For reference:

  Admission Fee: adults ¥400 (¥350), junior high and high school students ¥300 (¥250), elementary school students ¥200 (¥150). Group rates apply for 20 or more people

  ※ Free admission for people with disabilities, atomic bomb survivors, and war-wounded veterans, along with one accompanying person.

  ※ JAF (Japan Automobile Federation) members can receive a 50 yen discount the admission fee for up to 5 people with one membership card.

  ※ Free admission for Ritsumeikan University students, faculty, and staff.

About the Exhibition Setup

- All setup and takedown activities within the exhibition room must be carried out by the applicants. Ensure that setup or takedown does not disrupt other visitors. Please consult with the museum in advance regarding the setup and takedown schedule, as well as whether vehicle use is required.
- Setup and takedown period: 1 week before and after the exhibition dates
- Work hours: weekdays from 9:30 AM to 5:00 PM during museum opening days
- If you wish to borrow any equipment (see the equipment list), please be sure to indicate this on your application form.
- The applicant is responsible for handling all copyright-related procedures for any photographs, videos, music, text, or other materials used in the exhibition or related events and must complete all formalities before the exhibition opens.
- If any damage occurs to the museum's fixtures or property, you must report it promptly and may be required to pay for repairs.
- After the exhibition ends, please clean and restore the room to its original condition.

Others

The following activities are prohibited during the event:

1. Selling goods and exchanges of money (including fundraising)
2. Collecting personal information (such as petitions)
3. Solicitation or publicity (advertisements)
4. Eating, drinking, photography, and phone calls inside the exhibition room
5. Any other activity deemed disruptive to visitors by the museum

- The organizer is responsible for the preservation of the exhibits.
- The display of animals or plants that have not undergone proper fumigation or treatment is not permitted.
- Please refrain from exhibits that may interfere with normal use of the facility, including during setup (e.g., music, light, or odors at levels that affect the media resource room). If such impact occurs, you may be asked to change the exhibition method or shorten the exhibition period, even during the exhibition.
- If the exhibition preparations are significantly delayed or other circumstances make the event impossible to hold, the museum reserves the right to cancel the exhibition. The museum will not be responsible for any related costs.

For any inquiries, please contact us:

Gallery Exhibition Inquiries
56-1, Toji-in Kita-machi, Kita-ku, Kyoto 603-8577
Kyoto Museum for World Peace Office
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