



2008 foyer gallery expression of interest

gasworks

Gasworks Arts Park is a not for profit organisation situated in Albert Park, 3km from the city of Melbourne.

Gasworks' facilities include:

- three exhibition spaces;
- a darkroom;
- studios for fourteen artists;
- Books Illustrated (an illustration gallery and children's bookshop);
- Theatre spaces
- multi-purpose rooms; and
- a vibrant cafe

Gasworks is also a venue for major arts festivals throughout the year.

foyer gallery

Gasworks has three exhibition spaces: the Angela Robarts-Bird Gallery; the Foyer Gallery (the "Gallery"); and the Age Under Age Gallery. The Gallery is the foyer to Gasworks' performing arts spaces, houses the box office and bar and opens on to a large terrace. The Gallery is open 9am – 5pm daily and also before, during and after theatre performances. The Gallery also has a licence until 11pm making it ideal for an extended opening night (subject to availability). The gallery is a shared space and may be used for private functions and events by other hirers. Artists will be informed where applicable. Artists may ensure sole use of the space for openings and events in advance. A detailed plan showing dimensions and specifications is available on request. Inspection of the Gallery can be arranged by contacting the Exhibitions & Events Producer. Images can be found at www.gasworks.org.au click on services and venues and galleries.

eligibility

Expressions of interest are open to artists or groups working in any field of creative practice. The focus of the Foyer Gallery is on new and emerging artists, organisations and community groups.

criteria

A cross section of exhibitions is sought from new and emerging artists, organisations and community groups. It is essential that all exhibitions achieve a high level of presentation and display values. Expressions of interest should be submitted on the attached expression of interest form and sent to the Exhibitions & Events Producer together with supporting material.

All expressions of interest are evaluated against the same criteria. Each expression of interest will be evaluated according to the following:

- artistic merit;
- value to the community (if applicable);

- innovation and originality;

Decisions are final and no discussion will be entered into.

conditions

The Foyer Gallery's exhibitions are essentially exhibitor run and are primarily programmed in two or three-week blocks. Variations of exhibition durations, opening nights and opening hours may be arranged in consultation with the Exhibitions & Events Producer dependant on availability and Gasworks other programs and events. Additional fees may apply.

Each exhibitor is given the option to sit his or her exhibition during opening hours. Unattended exhibitions are at each exhibitor's risk, though some security measures are put in place. The Gallery's hours are 9am to 5pm seven days a week. However, the café is responsible for opening and closing the Gallery and times may change to fit with this.

cost

The Gallery costs \$165 per week. An additional weekly power and lighting levy of \$22 is charged. A mandatory fee of \$132.00 provides for one staff member to be available on the opening night. Optional services are as follows:

- Gasworks can mail out your printed invitations, charged at 75c per unit including postage and handling
- Professional curatorial assistance with planning, lighting, designing and hanging your exhibition is available at a cost of \$44.00 per hour.
- Technical support to assist with hanging and lighting your exhibition is available at a cost of \$44.00 per hour.
- Gallery sitting is available at \$20.00 per hour.

50% of the hire fees are payable in advance upon acceptance of your expression of interest. This payment is not refundable in the event an exhibition is cancelled. The balance of the hire fees is payable two weeks prior to the commencement of the hire period. Any additional services purchased for your exhibition are payable in advance.

(de-) installation

Exhibitors are responsible for installation of the exhibition. Installation can be arranged from Midday on the Monday in the first week of the exhibition period. The curtrax hanging system and lighting track system will be demonstrated and is simple to operate.

Removal of works at the end of the exhibition period is also the responsibility of the exhibitor. This can either occur between 4.00pm and 5.00pm on the closing date of the exhibition (if possible) or by 9am on the next business day.

Exhibitors must return the space to the condition in which it was found. Materials are supplied for this, though it remains the exhibitors' financial responsibility.

openings

Openings are usually held between 6pm and 8pm, usually on Monday or Tuesday evenings. As stated above, a mandatory fee of \$132.00 provides for one staff member to be available on the opening night for three hours. Alcoholic and non-alcoholic beverages can be supplied at theatre bar prices. Alternatively, each

exhibitor can provide his or her own beverages that will be served by a Gasworks staff member. A limited amount of glassware is available; if you are using your own beverages there is a \$15 surcharge for the use of our glassware. If a large crowd is expected (in excess of 60 people), an additional bar person must be engaged and additional glassware be supplied. As stated above, subject to availability, opening nights can be extended until 11pm. Additional charges would apply to have a staff member available for this additional time. Catering for the opening night is each exhibitor's responsibility.

publicity

Each exhibitor must organise his or her own invitation, publicity materials and distribution. The Gasworks logo must not be used. The location of the exhibition is to be specified on the invitation as "Foyer Gallery, Gasworks Arts Park, 21 Graham Street, Albert Park, Melway Ref 2J H7 tram #1, stop 31".

Gasworks will provide a listing in *Art Almanac*, in our calendar, on our website and will also send out media releases provided by you to its media contacts. Media releases together with two quality digital images should be provided to Gasworks at least four weeks prior to the exhibition opening. However, it is important to note that the responsibility for marketing and promoting the exhibition rests entirely with the exhibitor. Successful applicants will be provided with the Gasworks Visual Arts Marketing Kit, providing step by step guide to marketing the exhibition effectively using the Gasworks style guide.

sales

Gasworks will handle all of your transactions. In this case, a 27.5% (Inc GST) commission is applicable to all sales. Gasworks will handle transactions; we will create invoices, deal with and collect payments from the purchasers, oversee collection of artworks and remit a statement of account and any payments due to you within 30 days of completion of sales transactions. Credit card facilities are available for purchasers.

contract

Successful applicants will be required to sign an exhibition contract.

reservations

Gasworks reserves the right to use the Gallery for other purposes outside the Gallery's open hours. Artists may book in times where the foyer can be used by them exclusively for opening and events. Artists will be notified where appropriate of other bookings.

contact

For further information or queries contact the Exhibitions & Events Producer, Erena Norgard on 03 8606 4206 or enorgard@gasworks.org.au. Please mail all exhibition expressions of interest to Gasworks Arts Park, 21 Graham Street, Albert Park VIC 3206 or email as above.



Gasworks Arts Park is supported by the City of Port Phillip

foyer gallery expression of interest

Please include the following information with your expression of interest: Please tick

- Completed expression of interest (see below)
- At least 5 and no more than 10 prints, slides or digital images of previous or proposed work for each artist
- An artist statement for each artist
- A current CV for each artist
- A stamped self-addressed envelope if you would like your images returned

Name:	
Postal Address:	
Work:	
Home:	
Mobile:	
Email:	
Name(s) of exhibiting artist(s):	
Proposed Title of Exhibition:	
Please describe your proposed exhibition as clearly as possible:	
Number of works:	
Preferred month to exhibit:	
Other issues / installation or special requirements (if any):	
Attachments:	1.
	2.
	3.
	4.
	5.
	6.

