

EXPRESSION OF INTEREST TO EXHIBIT 2019



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Cover Image: Sea of Waste, 2017. Artists: Julie Freeman, Clive Freeman, Markeeta Freeman, Julie Love, Anna Glynn, Madeline Kelly // BOW Wow HSC 2018 opening // *Finesse Ripples* Nicole Ison 2018.

SHOALHAVEN REGIONAL GALLERY, NOWRA
12 Berry St, Nowra
EXPRESSIONS OF INTEREST 2019
ART EXHIBITIONS

Introduction

Artists, arts organisations and community cultural groups are invited to submit an 'expression of interest' to present exhibitions at the Shoalhaven Regional Gallery throughout 2019. Exhibitions may consist of traditional or contemporary art forms, film, cultural heritage and community projects. Individual artists, groups and collaborations are all welcome to apply.

The vision of the Gallery is to provide a facility that serves as a vibrant and creative hub for the arts: a space in which to express, explore and celebrate the rich diversity of the arts and cultural heritage of the region.

Aims

- ☐ To be recognised as an Arts and Cultural heritage destination
- ☐ To encourage arts practitioners and organisations to actively engage across the arts and cultural heritage sector
- ☐ To be a leader in arts-business partnerships.

SCC Community Strategic Plan 2020

The Main Gallery is used for invited or curated exhibitions, such as Council's Samuel Elyard and City Art Collection, travelling national and regional exhibitions.

☐ There are three (3) spaces within the Shoalhaven Regional Gallery available for hire by individual artists and community groups for the purpose of exhibition - being the East, Access and Foyer Galleries. The external Courtyard Gallery is available for community art projects by invitation only.

☐ Conditions apply and hirers are asked to read these carefully and then fill in and return the attached application form with appropriate supplementary material.

☐ Completed 'Expressions of Interest' applications are to be addressed and mailed to The General Manager, Shoalhaven City Council, P O Box 42, Nowra NSW 2541 by close of business Monday 3 September 2018 (no late applications will be accepted). Artists are notified of the success of their application by early October 2018.

☐ An exhibition launch will be held on the Saturday after installation from 12 noon to 2.00pm. A contribution of \$100 towards catering is required.

For further information please contact Bronwyn Coulston Unit Manager – Arts & Culture, Shoalhaven Regional Gallery, PO Box 42 Nowra NSW 2541, Ph 02 4429 5444 or email:

council@shoalhaven.nsw.gov.au

– marked 'Attention Bronwyn Coulston - File Ref 52707E'.

This form is available on our website under artist information

www.shoalhavenregionalgallery.com.au

Shoalhaven Regional Gallery
Community Gallery Exhibitions
**Expressions of Interest
Conditions 2019**

Background

1. The Main Gallery is for touring and invited exhibitions only. The external Courtyard gallery is by invitation to community groups only.
2. Applicants are welcome to view the exhibition spaces available before submitting an expression of interest.
3. The standard exhibition period is for eight (8) weeks. The Shoalhaven Regional Gallery (SRG) is currently open Tues to Fri 10.00am – 4.00pm and Saturday 10.00am – 2.00pm and closed Mondays, Sundays and public holidays. Entry is free to visitors unless stated otherwise.
4. Applicants must be residents, ratepayers or have a strong connection with the Shoalhaven. Those residing outside the Shoalhaven should articulate their relationship with the region as part of their application.
5. All applications will be considered on the quality of work submitted, concept and suitability. However, SRG management reserves the right to accept or reject any application without entering into further discussion.
6. It is the intention of the Gallery to present a balance of genres, community groups and types of artistic expression throughout each year.
7. Art works may be for sale. A commission of 25% is taken on all sales. This commission goes to the Gallery general revenue.
8. Not all expressions of interest will be successful. The applicant's exhibition dates will need to be flexible allowing the SRG to program a balanced mix of exhibitions throughout the year. Applicants are asked to nominate two preferred periods for their exhibition, however, the scheduling is determined around the main exhibition events and the offer of an exhibition may vary from those preferred dates.
9. Note that the SRG is closed on public holidays and may be subject to closure on other days (such as the break between Christmas and New Year) at the discretion of the Shoalhaven City Council.
10. The SRG has a limited amount of technical equipment for use in the installation of exhibitions. The use of this equipment by exhibitors is negotiable against the need for the equipment in any other exhibition as determined by the SRG Manager. Artists will be responsible for any damage to this equipment caused by themselves or their representatives.

Curatorial Decision

11. The Arts & Culture Manager or their nominated representative retain their indisputable right and curatorial discretion to change, deny or remove any work of art, signage or wording placed in the galleries that they deem inappropriate, unsuitable, poorly presented or offensive to public taste. Artists will be informed of this decision.

Public Programming

12. By invitation and separate to this agreement, artists may be invited to participate in aspects of our public programming calendar. For example; artist talks, workshops, panel discussions.

Publicity

13. The SRG will publicise and promote exhibitions and events through various channels as appropriate. Applicants are responsible for providing high res good quality images and text suitable for marketing purposes.

Payment

14. On notification of successful application and acceptance of an exhibition, applicants have 30 days (from the date of the approval notice) to make a 30% deposit of the exhibition fee. If a deposit is not received within this time, the booking will lapse and be passed to the next on the waiting list. The balance remaining must be paid 30 days before the exhibition opening.

NB: PLEASE DO NOT SEND ANY PAYMENT WITH YOUR EXPRESSION OF INTEREST APPLICATION.

15. If in the case of an applicant withdrawing from exhibiting, the deposit is not refundable.

16. Sales of artworks are through the SRG. Payment to artists is made following the close of the exhibition.

17. Art works can be paid for by cash, Eftpos or cheque made out to the Shoalhaven City Council.

18. It is the responsibility of the applicant to observe Australian Taxation regulations and lodge a Statement by Supplier or income tax return with the ATO.

Insurance

19. Council does not insure the hirer's artworks.

General

20. Conditions are subject to change and variation under Council authority.

21. Applicants need to be aware that on occasions the exhibition space hired maybe also used by SRG management, at its discretion, for recitals, readings, launches and other events.

22. Artists are required to collect their work promptly after their exhibition ends. If after three (3) recorded attempts to contact the artist and a period of more than four (4) weeks has passed – the SRG will dispose of works as deemed fit.

Copyright

Copyright and Reproduction of Images

23. The applicant grants the Shoalhaven City Council a non-exclusive licence to reproduce the artworks, publish the artworks or communicate the artworks to the public for the purposes of:

- (a) Publicity and production of any promotional material, including hard copy printed material, the SRG website, social media platforms and other hard copy and online opportunities;
- (b) Educational research;
- (c) Creating a non-commercial archive, non-lending reference or database.

24. The applicant warrants that the applicant is the owner of all copyright in the artworks or has obtained the necessary permissions for the use of the artworks under this agreement.

Termination Agreement

25. This agreement may be terminated immediately following written notice if:

- a) A breach in the agreement occurs which cannot be remedied
- b) The Artist becomes insolvent.
- c) SRG reasonably believes the works produced for exhibition are not of a standard reasonably expected.
- d) SRG has reason (including the dishonesty, fraud or misconduct of the Artist) to believe that the staging of the exhibition at the venue will or is likely to detrimentally affect the organiser (including its standing or reputation); or
- e) The Artist has reason (including the dishonesty, fraud or conduct of the Organiser) that the staging of the exhibition at the venue will or is likely to detrimentally affect the Artist (including the Artist's standing or reputation).

Should this agreement be terminated by SRG, all deposits and monies paid by the artist will be refunded.

SHOALHAVEN REGIONAL GALLERY

Expression of Interest to Exhibit 2019

Checklist

Please ensure that the following items are returned to the Shoalhaven Regional Gallery with your signed Artist Agreement. This will enable us to schedule the exhibitions for all galleries for 2019.

- ☐ **Artist Agreement Form** (keep a copy for your records).
- ☐ **Expression of Interest to Exhibit Booking Form** - complete and nominate preferred Gallery space and proposed dates (keep a copy for your records).
- ☐ **High res, good quality photos/images** of proposed works (if not available, then photos representative of recent works).
- ☐ **CV or Artist's Resume** (may include details of educational qualifications, previous exhibitions, membership of professional groups).
- ☐ **Summary of Exhibition theme/Artist Statement (one A4 page).**
- ☐ **Relationship to the Shoalhaven detailed** (if not a resident or ratepayer).

Applications close at 4.00pm on Monday 3 September 2018 and can be received by mail to:

**The General Manager
Shoalhaven City Council
P O Box 42
NOWRA NSW 2541**

or

By email to council@shoalhaven.nsw.gov.au marked attention Bronwyn Coulston.

Total attachments must be no larger than 2MB and there are to be no more than three (3) separate attachments.

Applicants will be advised of the outcome of their application by early October 2018.

Expression of Interest to Exhibit/Booking Form 2019 - Shoalhaven Regional Gallery Nowra

Finance, Corporate & Community Services

City Administrative Centre Bridge Road, Nowra, NSW, Australia, 2541

Address all correspondence to: The General Manager, PO Box 42, Nowra, NSW, Australia, 2541 | DX 5323 Nowra
council@shoalhaven.nsw.gov.au | www.shoalhaven.nsw.gov.au | Phone: (02) 4429 3111 | Fax: (02) 4422 1818

1 Applicant

Given name(s): _____

Surname: _____

Business or Company Name: _____

Postal Address: _____

Suburb: _____ Postcode: _____

Phone: _____ Mobile: _____

Email: _____

ABN/GST No _____

2 Exhibition Details

(Standard exhibitions 8 week period)

Preferred months _____ to _____

Title of Exhibition: _____

Description of Exhibition: _____

Number of Artworks: _____

(Please supply a detailed listing of artworks, including title and size of each piece in addition to photographs of selected works to be shown)

3 Gallery Required

- ☐ **The East Gallery**
30 linear mtrs (9m x 8m)
\$180 p/w
- ☐ **The Access Gallery**
20.8 linear mtrs (5.4m x 8m)
\$150 p/w
- ☐ **The Foyer Gallery**
17 linear mtrs (3.6m x 8m)
\$90 p/w
- ☐ **Exhibition Launch – Catering**
\$100

4 Declaration

Please return this form, with full application and details, quoting File Ref 52707E to:

The General Manager,
Shoalhaven City Council
PO Box 42 Nowra NSW 2541
Ph (02) 4429 5444

- ☐ I have read and agree to all conditions
- ☐ I agree to be added to SCAC database

(Signature of Applicant) (Date) ____/____/____

Privacy Notification: The personal information that Council collects from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (The Act). Council is required to comply with the Act and Council's Privacy Management Plan and Privacy Code of Practice for Local Government. The intended recipients of the personal information are officers within the Council and those persons granted lawful access to the information.

This form may be published on Council's website in accordance with Government Information (Public Access) Act 2009

OFFICE USE ONLY

52707E	Expression of Interest to Exhibit 2019 - Booking Form	Arts Administrative Assistant
Form Number: 769	Version Number 5	Issue Date: 04/2012
		Next Review date: 1/3/2019

2019 - Artist Agreement Form

Finance, Corporate & Community Services

City Administrative Centre Bridge Road, Nowra, NSW, Australia, 2541

Address all correspondence to: The General Manager, PO Box 42, Nowra, NSW, Australia, 2541 | DX 5323 Nowra
council@shoalhaven.nsw.gov.au | www.shoalhaven.nsw.gov.au | Phone: (02) 4429 3111 | Fax: (02) 4422 1816

1 Applicant

Given name(s): _____

Surname: _____

Postal Address: _____

Suburb: _____ Postcode: _____

Phone: _____ Mobile: _____

Email: _____

ABN/GST No _____

☐ Tax Exempt

2 Important Information

Please retain the top portion of this form and return the duplicate below with your application to:

The General Manager,
Shoalhaven City Council
PO Box 42 Nowra NSW 2541

The applicant agrees to abide by all conditions as set out in the Expressions of Interest:

Conditions – Shoalhaven Regional Gallery 2019

3 Declaration

(Signature of Applicant) (Date) ____/____/____

1 Applicant

Given name(s): _____

Surname: _____

Postal Address: _____

Suburb: _____ Postcode: _____

Phone: _____ Mobile: _____

Email: _____

ABN/GST No _____

☐ Tax Exempt

2 Important Information

Return this duplicate with your application to:

The General Manager,
Shoalhaven City Council
PO Box 42 Nowra NSW 2541

EXPRESSION OF INTEREST TO EXHIBIT 2019
Shoalhaven Regional Gallery 2019

AGREEMENT

The applicant agrees to abide by all conditions as set out in the Expressions of Interest:

Conditions - Shoalhaven Regional Gallery 2019

3 Declaration

(Signature of Applicant) (Date) ____/____/____

OFFICE USE ONLY

Date received and signature of Council Officer

Privacy Notification: The personal information that Council collects from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (The Act). Council is required to comply with the Act and Council's Privacy Management Plan and Privacy Code of Practice for Local Government. The intended recipients of the personal information are officers within the Council and those persons granted lawful access to the information.

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Form Number: 769	Version Number 5	Issue Date: 04/2012
		Next Review date: 1/3/2019