



KINGSTON ARTS CENTRE GALLERY (KACG) GALLERY 2

information pack & application form for prospective exhibitors

KACG is the City of Kingston's major dedicated visual arts space. The exhibition program encompasses a broad range of visual arts practice including painting, sculpture, printmaking, ceramics, photography, textiles and installation artworks.

KACG Objectives:

- Promote exhibitions of local relevance, artistic excellence and innovative practice
- Create a diverse and thought provoking exhibition calendar showcasing the work of professional and emerging artists in all mediums
- Act as a catalyst for discourse on visual arts by ensuring public access and participation
- Explore contemporary art practice
- Maintain an interface with the community and Arts industry

Hire of the Gallery includes:

- Professional assistance with exhibition development and design
- Promotional and marketing support for your exhibition
- Design and printing of 2500 full colour DL invitations, 100 of which are provided to the artist(s)
- Distribution of invitations to our mailing list
- Use of professional hanging and lighting systems, data projectors, tv/dvd/video equipment may be available on request
- Administration of artwork sales



Please return to the Visual Arts Coordinator with your exhibition proposal.

Personal Details Sheet

- Proposed Exhibition Title: _____
- Primary Contact: _____
- Address: _____
- Phone number: (BH) _____ (AH): _____
- Mobile: _____
- Email: _____
- Website: _____

■ Do you have an ABN? Yes No If yes, state number: _____

■ Are you registered for GST? Yes No

Note: If you do not have an ABN, please fill out a "Statement by a Supplier" and return with this form.

■ Are you interested in being placed on KACG's mailing list to receive news of other events and exhibition opportunities?
 Yes No

■ Brief description of proposed exhibition: (use additional sheet(s) for a more detailed proposal)
 Include medium of works (painting, sculpture etc)

Additional Information

Have you included a one page written proposal of your exhibition and work? You can write about your influences, your ideas, or why you want to have this exhibition. This will give us some insight into you and your work.

Have you included a Curriculum Vitae? If you are an emerging artist and don't have a CV, please inform us.

Have you included images of your work? Please provide up to 5 images for a solo exhibition, 10 images for a group show. Images can be photographs, jpeg files or slides. Images must be accompanied with a list of title, medium and size.



■ **Gallery 2 Fees:**

Gallery 2 - \$550.00 per 5 week exhibition (inc GST)

- Your credit card details will be kept AS BOND and will be destroyed upon vacating the Gallery and leaving it in a satisfactory condition

Commission on sales:

- KACG will retain a 22% commission on works sold during the exhibition period. Unless otherwise specified.

Who sets up the exhibition?

- Artists are required to set up the exhibition, with guidance from the Visual Arts Coordinator on request

Who pays for the opening night?

- Artists are responsible for all associated costs (ie catering). KACG will supply a full wine list and catering menu in addition to coordinating volunteer staff to handle bar and sales

Do I have to sit the exhibition?

- KACG staff will staff the exhibition for its duration, provide additional information and provide staff or volunteers at the opening function.

■ **Who will promote the exhibition?**

This is a joint-responsibility between KACG and the artist(s). KACG will provide a line listing in Art Almanac and advertise in Artscape, Kingston Your City and be displayed on the website in addition to sending a media release to local papers and coordinate photo shoots where possible

■ **Will my work be secure?**

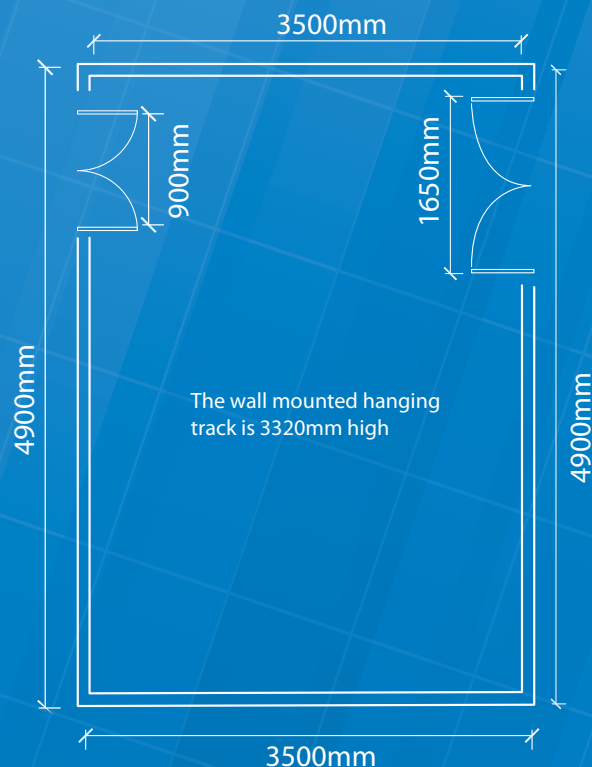
While the Gallery is fitted with a surveillance system, all insurance to cover damage to or theft of artworks on display or in transit to or from the Gallery is the responsibility of the Artist.

City of Kingston insurance does not cover artworks on display. Kingston Arts Centre strongly recommends the Artist take out insurance to cover works

■ **Who creates the invitations and mail out?**

KACG will make a full colour DL double sided invitation that will promote two exhibitions on the one invite. KACG will mail out 800-1000 invitations, provide the artist with 100 and distribute the remaining amount to City of Kingston outlets including libraries and customer service centres.

■ **KACG GALLERY 2 floorplan**



Kingston Arts Centre welcomes discussion about exhibition proposals. Please contact the Visual Arts Coordinator on 9556 4448 for an appointment.