FOR THE INFORMATION OF EXHIBITING ARTISTS

It is in the interests of everyone – art collector, artist and ArtSpace - that all work is professionally presented. If it is not it reflects on not only ArtSpace – but you as an artist as well. In some instances it means that some work will need to be rejected – which as artists ourselves we know is so deflating. At other times it may mean additional costs to you – because of additional work we need to do to enable your work to be shown.

Please then follow these very simple guidelines:

* Your work must be original – and so can’t be a copy or reproduction of other original works, whether embellished or not. Works must be professionally mounted. Works on paper must be ready to hang, framed or unframed. If unframed mounting board must be at least 150gsm otherwise it is too flimsy to hang by the gallery poster straps. If glass or plexiglass it must be clean and unscratched. Mat Board must be clean and smoothly cut.
* If works are on canvas they must be presented either on stretcher arms or framed. Frames must be in good condition, free of scratches and loose corners. The back of the frame should be sealed with framer’s tape. Please note that plastic frames do not allow D rings to be adhered (see below) and therefore cannot be accepted.
* ‘D rings’ of at least **5mm in diameter** must be attached one third from the top of the frame with the ‘D’ curve pointing to the top of the frame. A hanging wire must be firmly attached. This can either be through the ‘D rings’, or securely stapled to the frame just below the ‘D Rings’. String is not acceptable. Eyehooks are also not acceptable as they have the potential to damage other artist’s works.
* Should no ‘D Rings’, or one’s smaller than specified not be supplied the works will be deemed unsuitable to ‘hang’. Subject only to time permitting artists may be asked to attach them (available from ArtSpace for $2 a pair) or they will be attached by ArtSpace at a cost of $5 per piece.
* If the work is a print it must be a limited edition of no more than 30 prints (less is preferred)
* If a photograph then it must be on archival paper and be printed with archival inks, also a limited edition of 30. Photographs will not be accepted if they are printed on canvas.
* Work **MUST** be completely dry at the time of submission. If charcoal or pastel they must be ‘fixed’ for conservation purposes.
* If 3D – whilst some pedestals are available, artists are encouraged to bring their own which are stable. If over 20kg or cumbersome we ask that artists assist in the display.
* All entries must be clearly labelled on back of each artwork with the following information NAME OF ARTIST, TITLE OF ARTWORK and MEDIUM. It is a good opportunity for self-promotion and so a good idea is to also attach your card with your details.
* If part of an exhibition your work must be delivered to ArtSpace no later than the Sunday prior to the bump in. You will understand that work cannot be accepted on the day of the bump in as the curators need to view all pieces in situ allowing the works to be displayed at their collective best. As many works as possible will be displayed throughout an exhibition period however, displayed works will be at the sole discretion of the curator and subject to hanging and floor space. Placement and position of art is up to the discretion of the curatorial team. If there are requests and directions with regards to any piece of art submitted, please supply and furnish those requests on the art submission and delivery and they will be duly considered. Should your work be unable to be accepted [ for whatever reason] your fee will be refunded.
* If your work is for the Gift Shop then these should be delivered to ArtSpace at any time, however, unless an item is replacing a sold item on a like for like basis, then the curatorial team may display the new work each Monday. As many works as possible will be displayed however display will be at the sole discretion of the curatorial team and subject to space.
* The overall display of collective works in any one exhibition is very carefully and thoughtfully considered by an experienced team of curators. The decisions they make may not suit an individuals’ taste or requirements. However, it is collectively agreed that no correspondence will be engaged in regarding these matters.

Advertising

We will do our best to promote the sale of your work. We actively maintain our website as well as social media including facebook and instagram. We also regularly advertise in the Coast Magazine, Art Almanac and Sentinel Times and occasionally through other print media. If you hold an exhibition we will interview you and publish a story for our newsletter as well as the online magazine Bass Coast Post. Should you wish to advertise your exhibition in the Art Almanac we will share the cost of up to a half page advertisement.

Membership

Whilst it is not compulsory for you to be a member to exhibit it is highly recommended. For a once only cost of $25 you can be a life member and enjoy the benefits of membership and include a welcome gift and to be on our distribution list which keeps you informed of all the art and culture events, including our exhibition openings. Membership also entitles you to a say in our future and the opportunity to vote and/or be on our Committee of Management.

Charges

The system we have devised is to be as fair as possible and takes the guess work out for everyone.

Hanging Space:

Major exhibition space:

Our feature wall of 8 metres - $80 per week

By piece:

Multiply the length and depth of the piece in centimetres (including frame if any)/2000 per week.

For example 122cm x 90cm = 10980 square centimetres / 2000 = $5.49 per week

Minor exhibition space: (in the board room or back foyer)

Multiply the length and depth of the piece in centimetres (including frame if any)/4000 per week.

For example 122cm x 90cm = 10980 square centimetres / 4000 = $2.75 per week

Sculptural Pieces

This will dependent on size and positioning but as a guide will be $20 for large items and $10 for small items per 6 week block.

Gift Shop:

$50 fee initial fee for new artists. Subsequent years will attract a $25 fee and after five years no fee will be payable.

Commission

A commission of 30% is charged on all items. A discounted commission will apply for those who volunteer for 9 hours (3x3 hour shifts) per 6 week block at ArtSpace.

Review

A review will take place every 12 months to ensure exhibited work remains fresh, of high quality and is sellable. Any works that have not been sold over a 12 month period should be replaced with other high quality works following a review by the curatorial team.