

## Information for Applicants - EXHIBITION PROGRAM 2012

### OVERVIEW

Located in Auburn's picturesque Auburn Botanic Gardens, the Peacock Gallery is made of two small modern Gallery spaces –Gallery 1(43sqm) and Gallery 2 (65 sqm) and accommodates a wide range of contemporary and traditional arts practice. The Gallery is located at the Corner Chisholm and Chiswick Roads, Auburn Botanic Gardens.

The Exhibition Program aims to showcase the work of local artists and arts groups and work emerging from local arts projects. The Exhibition Program will prioritise and have a focus on emerging and established individual artists and arts groups based in the Auburn LGA. The Exhibition Program will also be open to artists and arts groups from outside of the area who are willing to engage with the local community and/or whose exhibition is significant to the Auburn community and/or provides clear benefits or offer development opportunities to the local community.

A key aim of the Exhibition Program is to encourage the broader community's participation in and access to the arts in a local setting. The Exhibition Program also includes the following objectives:

- Provide professional development opportunities for emerging and established Artists and Arts groups.
- Provide a professional venue for the presentation/display of local arts and public programs.
- Support and strengthen the capacity of Artists to engage with the Auburn community.
- Provide a secure, supportive, culturally engaging environment for the local artistic community by providing new networking opportunities which encourage the exchange of ideas, diversity in professional practice as well as intercultural dialogue.
- Facilitate equity of access to cultural resources.
- Provides an exhibition that engages with the broader community and allows an insight and engagement with local artists, Auburn Botanic Gardens and Auburn LGA.

### SELECTION CRITERIA

Selection Criteria for the Exhibition Program will include:

- Quality in arts practice
- Relevancy of the exhibition to the Auburn community
- Work presented in a professional manner and as a coherent body of work
- Degree to which the exhibition builds on professional development or capacity of the exhibitor(s)
- Suitability of art form for the Peacock Gallery
- Willingness to actively participate in community engagement programs

**PLEASE NOTE: Preference will be given to artists living in the Auburn Local Government Area who successfully meet the selection criteria.**

### SELECTION PROCESS

Stage	Date
Applications close	Friday 18 November 2011
Interviews with shortlisted applicants	November-December 2011
Notify successful and unsuccessful applicants	December 2011
Signing of agreements and confirmation of timeframe for Exhibition	January 2012

Shortlisted applicants will be required to attend an interview as part of the assessment of their application.

# PEACOCK GALLERY AUBURN ARTS STUDIO

Members of the Selection Panel are appointed by Council. The Panel will include both arts professionals and Council staff. Applicants will be notified of results in writing. Selection Panel decisions are final and cannot be negotiated.

## ACCESS AND USE

Successful applicants will be granted access to and use of the Peacock Gallery for free of charge. The Peacock Gallery is equipped with plinths, seating, exhibition track and natural lighting, LCD screen, projector and power. The Gallery includes access to a separate kitchenette and storage area, outdoor workbench facilities and toilet facilities.

Council will also provide successful applicants with:

- Assistance with exhibition marketing.
- Assistance with promotional material and printing.
- Exhibition design, installation and lighting support.
- Access to Gallery tools, equipment and furniture.
- Planning support and assistance with opening.

Each exhibition period is 4-8 weeks and is dependent on availability and program. The Peacock Gallery's recommended exhibition opening hours are from 12pm-4pm Wednesday to Sunday; however, opening times can be negotiated. Successful applicants may be required to provide Volunteer Gallery Minders during Gallery opening hours in addition to the program of council gallery minders.

Due to security measures already established at the greater Auburn Botanic Gardens Precinct, the Peacock Gallery opening hours will be restricted to the Garden's opening hours, which include:

DAYLIGHT SAVING: Mon- Fri, 9am-7pm; Weekends, school holidays and public holidays, 9am-7pm.

WINTER MONTHS: Mon-Sun, 9am-5pm.

## EXHIBITOR RESPONSIBILITIES

Successful applicants are responsible for the following:

- Providing artist statements and label information for the exhibition.
- Providing information for a media release (written and distributed by Auburn City Council staff).
- A selection of digital images for invitation, publicity and reproduction purposes, and a short description suitable for the invitation (the invitation is designed to a specific format by Auburn City Council).
- Delivery of artworks to and from the Gallery (exhibitor covers all delivery costs).
- Additional advertising or publicity costs (Council approval required before printing).
- Exhibitors are encouraged to develop public program activities in conjunction with Council (a separate application is required).
- Be available for interviews and photo opportunities with media.
- Attendance at exhibition opening event, artists talks and other activities associated with exhibition is highly desirable

## ACKNOWLEDGEMENT REQUIREMENTS

All publicity material must acknowledge Auburn City Council, who operate and fund the Peacock Gallery. Acknowledgment requirements for exhibitions include:

- Council's logo and Peacock Gallery and Auburn Arts Studio logo on all publicity material.
- Opportunities for Auburn City Council representative/s to speak at the opening and any other activities associated with the exhibition.

PEACOCK  
GALLERY



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### INSTALLATION

The Peacock Gallery's Exhibition Program is established in advance and timelines for installation and de-installation should be adhered to. Timelines are established by the offsite Community Development Officer responsible for the site in consultation with the successful applicant and are included in the exhibition agreement.

The Peacock Gallery encourages exhibitors to think creatively about the display and presentation of their work. All decisions regarding the display of work are made in consultation with the exhibitors. Exhibitors are encouraged to actively participate in the installation process with the contractor/Installer provided by Council however, Council retains the right to make final decisions on exhibition presentation.

The exhibitor is responsible for any additional costs associated with the hire or purchase of non-standard display equipment or additional expenses associated with the presentation and display of their work.

Installation of all exhibitions occurs with strict adherence to the Occupational Health and Safety Act 2004. A risk assessment process will occur prior to the installation of artwork and exhibitors must notify Council staff about any health and safety issues connected to the exhibition.

### EXHIBITION SALES

The Peacock Gallery is a public gallery, not a commercial gallery. No commission is taken on works sold and all sale proceeds go directly to the exhibitors/artists.

Please note that arrangements for the sale of artworks, including the collection and distribution of sold artworks are the sole responsibility of the artist, and must take place outside the Gallery premises after the conclusion of the exhibition. The gallery does not have the capacity to take payments and Council staff members or volunteer gallery minders do not take payments (including deposits). We recommend that you seek professional advice regarding invoicing, receipting and tax requirements.

### INSURANCE

Successful applicants will be individually assessed with regards to the level of risk involved in their activities. Some artists/arts groups/organisations may be required to be covered by their own public liability insurance. Successful applicants will also be required to provide Council with an estimated value of the body of work on exhibition. For further details or queries please phone 9735 1396.

### AGREEMENT

Please note that successful applicants will be issued with a formal agreement governing all aspects of space and equipment use, responsibilities and obligations to the Exhibition Program. Access and use will be in accordance with certain prescribed conditions. In addition to these conditions, the general terms of the agreement will include statements in regard to indemnity and safety in line with occupational health and safety laws and regulations.

NEED MORE INFORMATION? Come along to an Information session –

- **@Peacock Gallery - Saturday 22 October (3pm-4pm) OR Thursday 3 November (3-4pm)**
- **@Auburn Library (Level1) – Monday 24 October (6pm-8pm )** as part of the Auburn Artists Network Meeting

Further information and to RSVP

Phone (02) 9735 1396 or email [Jenny.Cheeseman@auburn.nsw.gov.au](mailto:Jenny.Cheeseman@auburn.nsw.gov.au)