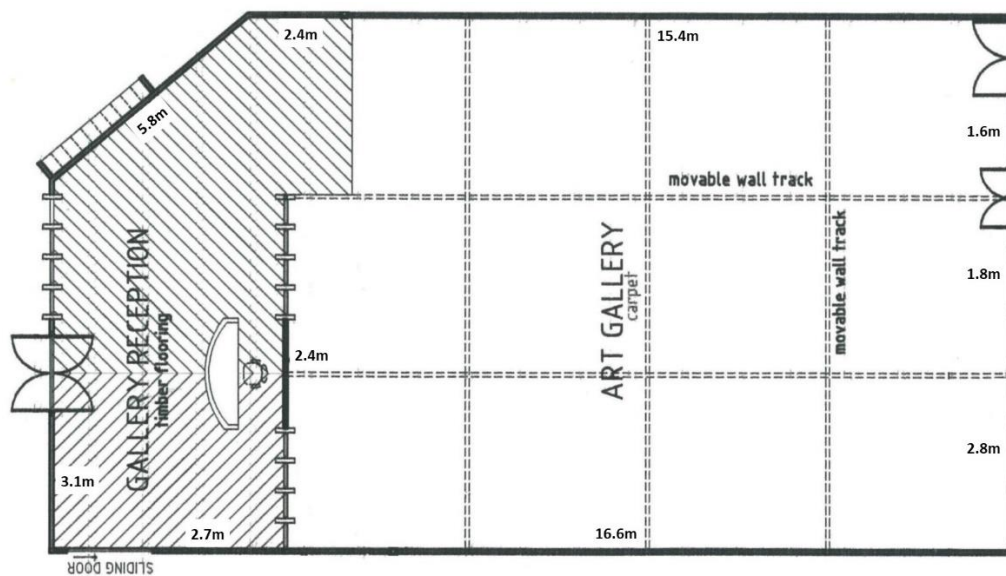


## Information and Guidelines for Exhibiting

### Gallery Space

The Lockyer Valley Art Gallery can be configured into different sized spaces for the purpose of exhibiting works of art.



### Gallery Hire Cost

The fees associated with exhibiting at the Gallery are outlined in Council's Fees and Charges, which are available on [Council's website](#).

### Commission

There is a 20 per cent commission on all artwork sold during an exhibition.

### Gallery Fixtures and Specifications

|                  |  |
|------------------|--|
| Hanging Space    | The Main Gallery provides 56 linear metres of fixed wall hanging and display space. Additional hanging space is available by using moveable walls. |
| Moveable Walls   | The Gallery has moveable wall panels that can be located at various positions within the Gallery.  |
| Plinths          | Sturdy plinths in a variety of sizes are available.  |
| Security         | Electronic alarm system and cameras are located throughout the Lockyer Valley Cultural Centre.   |
| Fire Protection  | Detectors are linked to the Fire Station.  |
| Air Conditioning | The air conditioning system has humidity control for the Gallery.  |

## Guidelines for exhibiting in the Lockyer Valley Art Gallery

Exhibitions at the Lockyer Valley Art Gallery are installed and maintained by the Libraries and Galleries Coordinator and team.

Exhibitions at the Gallery are initiated by either:

- The artist(s) applying to exhibit at the Gallery; or
- The Gallery offering the artist(s) space to display artworks

The Gallery is available for exhibition periods that range from (6) six to (8) eight weeks. This includes time for installing and disassembling the display.

Artists or interested parties may present a proposal to exhibit their work in the Gallery by submitting the Exhibition Application Form located on [Council's website](#). Applications can be made at any time, but applications for exhibitions must be received by 31 August for the next calendar year. If you are unsuccessful, your application will not be considered for future years, although you are very welcome to submit another application in the future.

You will need to provide the following with your application:

- Contact details for artists / art group
- Preferred months for exhibition
- Title of the exhibition
- A statement explaining the exhibition and style of works
- Total linear metres required for your exhibition
- Whether you would like to have a joint exhibition
- Whether an opening function will be held
- When you last exhibited at the Gallery
- Photographs of the works to be displayed
- Any other relevant information

Your application will be assessed on the following criteria:

- Suitability of the proposed exhibition
- Likely interest in the exhibition
- Appropriateness of the content
- Mediums used
- Size of works
- Type and style of works

Successful applicants will receive an *Invitation to Exhibit* and an *Exhibition Agreement*. The Exhibition Agreement needs to be completed and returned to the Gallery by the due date. Applicants are also asked to advise the Gallery by the due date if they no longer wish to exhibit.

Unsuccessful applicants will be notified of the outcome, however, please note that no further correspondence will be entered in to.

We encourage exhibiting artists to consider an opening function and offering workshops and/or artists floor talks as part of their exhibition to add to the visitor experience.

Hire charges are required to be paid by the artist(s) prior to the event. The amount of the charge will be specified on the Exhibition Agreement and is dependent on the number of participating artists in the exhibition, if an opening function is being held and whether hardcopy invitations are required. An invoice can be generated for payment.

If an opening function is held, the Gallery will send an electronic invitation to the artist to forward onto invitees. Additionally, printed invitations can be produced for an exhibition upon request, however this does come at an additional cost.

An Exhibition Timeline will be included in Exhibition Agreement, distributed with the letter and accompanying forms. This Exhibition Timeline sets out the delivery and collection dates and times for the works. The Gallery reserves the right to dispose of any artworks which remain in the Gallery after two weeks from the closing date of an exhibition.

Prices for artworks must include the Gallery sales commission of 20 per cent.

All works to be exhibited must be created within three years of the exhibition, unless the exhibition is specifically advertised as a retrospective exhibition of past works.

Works are not to have been exhibited previously in the Gallery, unless the exhibition is a retrospective exhibition.

All 2D artworks including works on paper and photography must be prepared for hanging and mounted with 'D-rings', which are screwed on each side of the frame or canvas approximately 8cm from the top of the work. Please note: any works arriving without suitable hanging features may be excluded from the exhibition.

All packaging from artworks is to be removed by the artist for the duration of the exhibition.

**Lockyer Valley Art Gallery Contact:**

Katie Pegg

P. 07 5466 3407

E. [galleries@lvrc.qld.gov.au](mailto:galleries@lvrc.qld.gov.au)