



EXHIBITING AT THE GOSFORD REGIONAL GALLERY

The Gosford Regional Gallery has three gallery spaces that offer exhibition opportunities for all artists and their diversity of practice and experience.

The Main Gallery is an exhibition space for established regional, national and international artists to exhibit exciting and innovative artwork. With over 150 meters of wall space 3.8 meters high and much of it movable the Main Gallery is very spacious and is usually divided into two exhibition spaces. There is a great deal of natural light complementing state of the art lighting. Main Gallery exhibitions generally run for eight weeks.

To apply for an exhibition at the Main Gallery we suggest that you contact the Curator of the Gosford Regional Gallery in the first instance to discuss your proposal.

The Foyer Gallery is an exhibition space for regional and national artists both emerging and established. It has 24 meters of wall space 3 meters high. The Foyer Gallery has extensive windows that overlook the beautiful Edogawa Commemorative Japanese Gardens. Foyer Gallery exhibitions generally run for four to five weeks.

The Studio Gallery is an exhibition space for regionally based artists and community orientated practice. It is connected to both the Arts Centre and to the Japanese Gardens. Exhibition times are very flexible ranging from a weekend exhibition to four-week exhibitions.

To apply for an exhibition at either The Foyer Gallery or The Studio Gallery

Please submit attached application to:

The Collections and Exhibitions Officer
Gosford Regional Gallery
36 Webb Street
East Gosford NSW 2260

Or Email to: gallery@gosford.nsw.gov.au

APPLICATION FOR THE FOYER GALLERY OR THE STUDIO GALLERY

It is essential that all requested information be supplied.

EXHIBITION DETAILS

Exhibition space you are applying for (a) **THE FOYER GALLERY** (b) **THE STUDIO GALLERY**

Artist Name and Address:

In the case of group exhibitions please nominate a **Contact Person** to fill and sign this application

Ph (Home) _____ Phone (Work) _____ Phone (Mobile) _____

Email: _____

Additional Artists names and addresses:

Title of Proposed Exhibition:

Preferred date of exhibition: _____

Do you propose that the exhibited works be available for sale? YES / NO

Please attach with your application the following (**maximum one A4 page for each**)

A Brief Outline of the Proposed Exhibition

An Artist / Artist Group CV (resume) for each exhibiting artist

A CD containing no less than 10 images of previous artworks that relates to the proposed exhibition

An image list of the CD images that includes Title, Medium, Size and Date made.

Signed: _____ Date: _____

The Foyer Gallery

Exhibitions in The Foyer Gallery generally run for 4 to 5 weeks and there is no booking fee. A committee comprising of the Curator, the Education Officer and the Collections and Exhibitions Officer of the Gosford Regional Gallery reviews Foyer Gallery Proposals on the 30th of May and the 1st of November every year. Applicants will be advised after those reviews as to the success of their application. Please note there will be at least a one-year interval between official acceptance and the actual exhibition. Exhibitions are installed, deinstalled and curated by gallery staff.

Openings:

The Gallery can cater and staff with consultation with the artist for Foyer Gallery openings.

Invitations:

The gallery will design and print invitations Free of charge. All exhibitions will be included on the gallery's website and promoted through the gallery advertisements.

Sales:

The gallery charges a 33.3% commission on sales for The Foyer Gallery.

The Studio Gallery

Applications are assessed by the Collections and Exhibition Officer upon receipt and an invoice is generated to the exhibitor as a notification of a booking. The invoice must be paid before the exhibition date. Exhibitions in The Studio Gallery have a maximum 3-week duration. Fees are set out on the following table.

Exhibition	Fee	Deposit
3 Week	\$750	\$100
2 Week	\$600	\$100
1 Week	\$350	\$100
10 Day	\$550	\$100
1 Weekend	\$200	\$50
500 Invitations	\$150	

Openings:

The exhibitor is responsible for catering which may be done privately or through the restaurant connected to the gallery. However no other catering company can be used.

Invitations:

The gallery will design and print low cost invitations for a fee (see table). All exhibitions will be included on the gallery's website and promoted through the gallery advertisements.

Conditions:

The exhibitor is responsible for the installation and deinstallation of the exhibition. The Studio Gallery has the same opening hours as the main gallery 10:00am to 4:00pm. The exhibitor must staff their exhibition during these hours.

Drilling, Stapling, Drawing or marking the walls of the Studio Gallery is prohibited and the gallery must be left in a similar condition to which it was found.

The hiring of additional equipment such as plinths, projectors, easels etc do bear a cost and must be negotiated with the gallery prior to the exhibition date.

Sales:

No commission is charged on sales in The Studio Gallery.

ARTWORK FOR INVITATIONS FOR STUDIO GALLERY EXHIBITIONS
(Form can be faxed to 4325 0062)

NAME OF EXHIBITION: _____

NAME OF ARTIST/S: _____

EXHIBIT DATES: _____

ARE YOU HAVING AN OPENING? DATE: _____ TIME: _____

DO YOU WANT A DESCRIPTION OF NO MORE THAN 12 WORDS (optional)

PLEASE EMAIL JPG IMAGE FOR INVITE TO: charlie.trivers@gosford.nsw.gov.au
or
MAIL or DROP IN JPG IMAGE ON DISK TO THE GOSFORD REGIONAL GALLERY.

- ❖ We send these invites out for you to a selected number of public from our database (300) usually about 3-4 weeks prior to your exhibition.
- ❖ The invites will be printed 4-5 weeks prior to your exhibition. Your 200 can be picked up from the gallery office for you to distribute.
- ❖ Invite details and picture must be sent to the gallery 8 weeks prior to exhibition. You will be required to proof read finished artwork before printing commences.

Quantities: The cost is \$150 for 500, 300 for our mail out and 200 for your distribution.
Extra print runs are at a cost of \$20 per 100.

YOUR CONTACT DETAILS:

Name: _____ **Phone:** _____

Email address: _____

<input type="checkbox"/> YES I HAVE PROOFREAD THE ARTWORK FOR THIS EXHIBITION AND IT IS READY FOR PRINTING
<input type="checkbox"/> I HAVE PROOFREAD THE ARTWORK FOR THIS EXHIBITION AND IT NEEDS CHANGING BEFORE PRINTING
_____ EXHIBITORS SIGNATURE

OFFICE USE ONLY
EXTRA PRINTING OF: _____
INVOICE HAS BEEN SENT / / SENT BY _____