



6881 Great Alpine Road
PO Box 196
Swifts Creek VIC 3896
greatalpinegallery@gmail.com
www.greatalpinegallery.org.au

Guidelines for Rental of Exhibition Space at Great Alpine Gallery

Please submit a proposal for your exhibition to the Gallery at least 3 months in advance of the Exhibition date. See following page for application form.

Two possible exhibit spaces are available:

- 1) The north side of the gallery: side wall, rear wall and one large plinth, plus north window display.
Cost: \$400 per 4 week period
- 2) The south side of the gallery (rear section), includes one large plinth facing the window.
Cost: \$300 per 4 week period

Please note commission on sales of art work is 25% for non Gallery members and 20% for Gallery members. If approved, please provide your bank details to the Gallery for payment from any sales.

Advertisement and flyers for approved exhibits will be the visiting exhibitors' responsibility but notice of all exhibits will be included in regular newsletter of Gallery events which is widely distributed to Gallery members and other contacts in the community.

Opening reception for an exhibition will be the responsibility of the guest exhibitors unless otherwise arranged with the Gallery, in which case, an additional fee will be applied for such an event.

The Gallery hanging system is recommended for displaying materials unless an alternative is arranged with the Gallery curators. Help for setting up may be provided to ensure proper safety and handling. The Gallery curators are to make all final decisions regarding display of work. The Gallery reserves the right not to display all submitted work. Work must be delivered in the week prior to the exhibition and collected the day after the exhibition closes.

D-rings are to be attached to frames 7cm from the top of the frame.

All work to be labelled on the back with the following information:

Name / Title of Work / Medium / Selling price including commission (if for sale).

Any damage to the walls as a result of an exhibit will be taken care of by the exhibitors or a fee will be charged.



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The work is held at the risk of the exhibitor and the Great Alpine Gallery shall not be held liable for any damage or loss to work held in the Gallery of whatsoever nature.

Your art work may be photographed by gallery members for promotional purposes or by the general public during the exhibition.

The Gallery has a roster of volunteers who open the gallery from 10:30am-3:30pm Thursday to Monday. You may wish to have your own volunteers in addition to answer any questions about your exhibition. This can be arranged as requested.

Please contact the Gallery if you would like to discuss your proposal.

Application to Hire Exhibition Space

Name _____

Address _____

Phone _____ Email _____

Exhibition Spaces Please tick your preference:

North Gallery - \$400 per 4 week period

South Gallery - \$300 per 4 week period

Exhibition Dates

Preferred time of the year for your exhibition _____

Please include with your application:

- A resume of your art experience (if a group application include a brief resume per person).
- Title and theme of exhibition.
- Five relevant images of your work

I agree to the conditions of the hire of the exhibition space:

Signed _____ Date _____

Name _____