

Submission Checklist

- This form
- Images of your work (jpeg format)
- Artist Photo (optional)

Name

Address

Suburb

State

Postcode

Phone

Mobile

Email

Techniques used in the work

Type of work to be exhibited

Concepts behind the work

Approximate sizes of works

A short biography

Preferred dates for the exhibition, giving 3 choices in order of preference

GUIDELINES ON THE NEXT PAGE



Guidelines

1. The Grovedale Neighbourhood House (GNH) supports the development of local artists by providing opportunities to exhibit their work in centre for a month duration (in the foyer of the GNH plus the hallways).
2. Artists need to complete an application form which can be obtained by contacting the GNH office. All applications will be reviewed by the Manager who can be contacted by emailing: info@grovedalenh.org.au
3. Applicants should list their preferred dates for the exhibition, giving 3 choices in order of preference e.g. (1) May 2018, (2) June 2018 (3) September 2018.
4. Details of exhibitions including dates, images of the work, artist statement (plus an image of the artist if wished) are posted on the Neighbourhood House Facebook page and within the neighbourhood house. This information should be forwarded one month before the opening date to info@grovedalenh.org.au

Terms

1. Installation and removal of works, opening times and out of hours viewing are to be organized by the artist in consultation with the GNH staff. GNH hours are Monday 9:00-12:00pm, Tuesday-Thursday 9am-3pm.
2. Should you wish to have an exhibition opening, it is the responsibility of the artists to arrange:
3. Exhibition opening, invitations, advertising
4. Catalogue of works on display including price where relevant
5. Sale of works transactions. GNH will not be involved in any sale transactions.
6. It is the responsibility of the artist to provide insurance for their work. GNH will exercise all due care but will not be responsible for any loss, damage or theft of any works.
7. The artist may not pin or blue tac work to the wall surface and must use the hanging rail system in place.
8. The artist will sign a form agreeing to the dates for the exhibition.

I agree to the Grovedale

Neighbourhood House Art Exhibition guidelines and terms listed above.

The dates agreed upon for my exhibition are:

Signature

Date

<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D		M	M		Y	Y	Y	Y



Please send this form in person to Grovedale Neighbourhood House located at 45 Heyers Road, Grovedale, Vic 3216 OR via Email: info@grovedalenh.org.au.