

REGIONAL ART SPACE APPLICATION FORM 2012.

AN EXHIBITION SPACE DEVOTED TO REGIONAL ARTISTS
AT THE WESTERN PLAINS CULTURAL CENTRE
76 WINGEWARRA STREET DUBBO.

FACILITATED BY WESTERN PLAINS CULTURAL CENTRE,
OUTBACK ARTS INC AND ORANA ARTS INC.

APPLICATIONS CLOSE 5PM FRIDAY 5 NOVEMBER 2010

2012



CONTENTS

1

- Overviews
- Submissions
 - The Partnership
 - Western Plains Cultural Centre
 - Regional Art Space

2

Application Form

5

Frequently Asked Questions

8

Western Plains Cultural Centre Floorplan

9

Regional Art Space Floorplan

10

Contacts

OVERVIEW

Submissions are now being sought from artists wishing to exhibit in the **Regional Art Space** at **Dubbo Regional Gallery - The Armati Bequest, Western Plains Cultural Centre (WPCC)**. This gallery provides regional artists with the opportunity to exhibit in a high profile exhibition space. Artists from **Regional New South Wales** are invited to submit a proposal that outlines their exhibition project including ideas, concept or body of work and images of work to support the proposal. Successful applicants will work closely with the WPCC Curator to realise their exhibition. Applications will be assessed in conjunction with the WPCC Exhibition Policy.

Submissions should briefly outline the aim of the exhibition and its proposed scope. It is requested that the exhibition contain at least **20% new work** i.e. proposals featuring **ONLY** completed work or previously exhibited work will be deemed ineligible. The aim of the RAS is to provide the opportunity for artists to collaborate with a curator to develop their exhibition. Similarly the exhibition should be unique to the space and not contain only previously exhibited work. It is strongly recommended you contact the partner representatives listed on the contact page to discuss your proposal.

The partnership between **Dubbo Regional Gallery - The Armati Bequest, Orana Arts Inc** and **Outback Arts Inc** sees the **Western Plains Cultural Centre** provide opportunities specific to the development of professional practice in the visual arts and cultural heritage within the western region.



Western Plains Cultural Centre is a benchmark facility incorporating **Dubbo Regional Gallery - The Armati Bequest, Dubbo Regional Museum** and **Community Arts Centre**. The WPCC is the largest of its kind in regional New South Wales, with 7 exhibition spaces, a 60-seat Cafe, retail area, wet & dry studios, dark-room, members' lounge, research library and meeting rooms. The WPCC provides a unique opportunity to engage with contemporary art and ideas, regional history and culture, both in practice and theory.

Regional Art Space is an exhibition space devoted to regional art, located in the **Western Plains Cultural Centre**. The space enables regional artists to exhibit their work in a contemporary gallery environment and provides valuable experience working with professional Gallery staff.

For artists, the space is intended to offer opportunities to network and increase one's portfolio of work as a means to be more competitive and marketable.



Tonya Graham: Residue & Remains Installation View, Regional Art Space
26 June - 1 August 2010



Penny Volkofsky: Singing Installation view, Regional Art Space
5 September - 13 December 2009

APPLICATION FORM

Applications close 5pm, Friday 5 November 2010 (or postmarked) and must be mailed in writing to:

The Curator
Regional Art Space
Western Plains Cultural Centre
PO Box 81
Dubbo NSW 2830

Name

Address

Telephone (BH) Email

Mobile

CHECKLIST

Please tick relevant boxes to confirm you have provided the following with your application:

- Page 1 – Name and contact details
- Submission outline (not longer than 1 page) This should outline your exhibition proposal
- Brief Artist/s CV (no more than 2 pages per artist).
- A maximum of 10 slides OR photographs clearly labeled with your name, medium, date and dimensions of the work OR images provided as separate jpeg images OR powerpoint presentation, on a clearly labeled CD or DVD (please limit image size to no bigger than 1 megabyte each at 150dpi)
- Signed Application and Exhibition Agreement
- \$35 Cheque / Money order for application fee
- Self addressed stamped envelope sufficient to return your submission material

Signed: Date:

The personal information that Western Plains Cultural Centre (WPCC) collects through this form is protected by the Privacy Information Protection Act 1998. Your contact details will not be used for any purpose other than to communicate with you regarding services the WPCC, or services determined by the WPCC & partners (Orana Arts Inc & outback Arts Inc) from time to time, as being relevant.

EXHIBITION AGREEMENT

IN SUBMITTING YOUR APPLICATION YOU MUST AGREE TO THE FOLLOWING EXHIBITION REQUIREMENTS

INSTALLATION / DE-INSTALLATION

1. Exhibitors are responsible for the installation and de-installation of their exhibition in collaboration with WPCCC Staff. Please consult with WPCCC Staff if alternative arrangements need to be organised.
2. All deliveries must be made to the loading dock (via carpark), and not through the main entrance.
3. Exhibitions are displayed for not less than six (6) weeks.
4. Exhibitions are first opened to the public on Saturdays, closing on Sundays.
5. De/Installation must occur during business hours Monday - Friday (9 - 5pm).
6. There are a selection of tools and materials available for installing and dismantling exhibitions; however exhibitors are responsible for providing any additional or specialised equipment necessary to install or dismantle their exhibition.
7. The Exhibitor must ensure that artworks are appropriate for public viewing.
8. Exhibited works must be labelled as per WPCCC standard template. WPCCC staff will be responsible for labelling.
9. Exhibition wall signage (affixed to the Gallery wall) will be provided by WPCCC, providing exhibition title, name of artist and dates.
10. All works included in the exhibition prior to public viewing must not leave the exhibition space until the completion of the exhibition, unless works are damaged or unfit for public viewing.
11. Works must be collected no later than one week after the exhibition finishes. A cost will be incurred if works are not collected within the agreed time-frame unless prior arrangements have been made with WPCCC staff.

EXHIBITION PROMOTION

1. Exhibitions will be promoted through the following means:
 - WPCCC Exhibition Program brochure
 - Friends of WPCCC Inc Newsletter - Artefact
 - Media Release by each party (i.e WPCCC, Orana Arts & Outback Arts)
 - Word Of Mouth E-Newsletter (WPCCC)
 - Websites
 - Orana Arts Inc
 - Outback Arts Inc
 - Western Plains Cultural Centre
2. The WPCCC will further promote the exhibition verbally at Openings and other events.

3. The Gallery will supply invitations that are DL size (100 x 210mm) and designed in-house. Should the exhibitor wish to have their invite designed by themselves or a third party, all associated costs will be covered by the exhibitor. The invitation must be approved prior to distribution by WPCC, and include all sponsor logos, and those companies supporting the WPCC.
4. The Partners will distribute press releases relating to the exhibition. Exhibitor/s are required to provide information for promotional purposes, in consultation with the partners. NB. Please notify the WPCC if you are registered with Viscopy.
5. Exhibitor/s must supply information for the exhibition floor sheet. This should include artist statement, short CV and digital images of works included in the exhibition, which will also be used for publicity purposes. These images will need to be 300dpi resolution.

ASSOCIATED EXHIBITION INFORMATION

1. An administration fee of \$35 will apply for each application for consideration. This fee is non-refundable.
2. Successful applications will receive an exhibition fee of \$500. To receive payment the Exhibitor/s must provide ABN, GST status or Statement of Supplier form.
3. No rent will be payable for use of the exhibition space.
4. Exhibitors may choose to sell their work. Prices to be supplied to WPCC. WPCC will not act as a selling agent for the works.
5. No commission will be taken by any of the Partners for works sold.
6. Exhibitor's personal details will be provided to parties interested in purchasing works and in signing this form the Exhibitor agrees to this. If you do not wish to have your details distributed, please contact the Gallery.
7. No works sold within the exhibition must leave the exhibition space prior to the completion of the exhibition.

OFFICIAL OPENING

1. There will be no official 'opening night' for exhibitions held in the Regional Art Space, however a Meet The Artist / Opening will be accommodated on the first Saturday of the exhibition being open to the public, from 2 - 4pm only. This is organised by WPCC in consultation with the Artist/s.
2. The Gallery will provide basic catering for the opening which will be sourced from the Outlook Cafe on site at the WPCC. If the exhibitor requires or would like more extensive catering at the opening, please consult with WPCC staff.

INSURANCE

1. WPCC has public liability insurance that will apply during the exhibition period.
2. Costs associated with transit or works will be met by the Exhibitor/s. Insurance of artworks in transit to and from the WPCC is the responsibility of the exhibitor.

Name:

Signed:
The Exhibitor/s

Date:

INSTALLATION / DE-INSTALLATION

When do I install my show?

There is a week between exhibitions known as the Install period - five (5) days Monday to Friday inclusive. The exhibition space will be accessible to the exhibitors and WPCC staff only, unless prior approval is sought.

Is the lighting on a track system?

Yes.

Can I use sound, moving images or other media in my exhibition?

Yes. Please speak with the WPCC as per your requirements.

Will my works be safe in the Gallery?

The WPCC has a comprehensive security system with closed circuit TV, back-to-base alarms and volunteer monitoring. The environment is controlled 24 hours a day, 7 days a week and complies to professional industry standards.

Am I required to hang my own work?

Yes, in collaboration with WPCC staff.

What installation systems will be available?

Works will be directly fixed to walls. Installation requirements will be assessed on a case-by-case basis. For 2D wall works, please ensure works have D-rings evenly attached to rear of work.

If I have a disability and am unable to hang my artwork will assistance be provided?

Yes. WPCC staff will be happy to negotiate with you regarding the installation of your work.

Do I need to be there to accept delivery of my artwork?

No you are not required, however you must provide the following details – date of delivery, approximate time, name of transport provider and contact details and a comprehensive checklist of the contents of delivery. Delivery must be arranged within business hours.

What day can I deliver?

Monday to Friday during business hours a week prior to installation week. If this is not possible it can be delivered on the Monday of the installation week at the latest. This must be pre-arranged with WPCC Staff.

Why can't I install my work on a weekend?

Exhibition policy at the WPCC maintains that all exhibitions are open during weekends. In addition, WPCC Staff will not be there to assist you at this time.

Who covers the cost of insurance and transport of artworks?

This is the responsibility of the Exhibitor/s.

Am I able to utilise Gallery frames ?

Yes. The WPCC has a number of frames of varying sizes in two colours - brown and blonde, available for loan during your exhibition. These frames are suitable for works on paper only. Contact WPCC staff if you are interested in utilising these frames as early as possible to arrange framing. This would need to be arranged at least one (1) month prior to installation.

Who pays for delivery of artworks sold?

This is the responsibility of the Exhibitor/s.

Is there storage space for my works?

Storage space is available for the duration of the exhibition.

What is the size of the loading dock as I will be hiring a truck to transport my works?

6 x 8 x 10 metres.

What tools and materials for the exhibition space are provided by the Gallery and what am I expected to supply?

A general exhibition tool box will be available for use. Please consult with WPCC staff if you feel your work requires specific installation requirements.

EXHIBITION PROMOTION

Why do my invitations need to be approved by partners?

To prevent any potential compromise with sponsorship at the WPCC.

Do I have to promote my exhibition myself?

No. Your exhibition will be promoted by the WPCC as well as the partners, Outback Arts Inc, and Orana Arts Inc. Furthermore you can contact Orana Arts Inc as there is an opportunity to engage with Orana Arts promotional services which are provided free of charge to artists. This service is on offer for events hosted in the Orana Arts region including the weekly diary, e~bulletin, column in conversARTion in Daily Liberal newspaper and Art Spot broadcast on ABC Western Plains. Artists are requested to contact Orana Arts and provide details pertaining to their exhibition. See contacts at the end of this document for further details.

ASSOCIATED EXHIBITION COSTS

Does it cost the artist to exhibit in the space?

No. But any specialist installation requirements that fall outside of what the WPCC provides will be at the cost of the exhibitor/s.

OFFICIAL OPENING

Do I organise an Official Opening?

No. The Official opening / Artist talk will be organised by WPCC in consultation with the artist.

Can I use the Western Plains Cultural Centre database to invite people to the opening afternoon?

7

Due to privacy laws we are unable to provide you with our database but we would be happy to include your invitations in our mail out. Please contact WPCC staff to discuss this further.

If I have a sponsor for food for the opening is this OK?

All sponsorships must be pre-approved by the WPCC.

Can I have food or beverages in the Gallery space?

No food or drink is permitted in any exhibiting spaces in the WPCC. Openings can be held in designated areas only.

INSURANCE

If my artwork is damaged during the exhibition, who will pay for damages?

There is insurance to cover the whole of the WPCC, and any claims would need to be discussed with the Manager, WPCC.

GENERAL QUESTIONS

What are the Western Plains Cultural Centre's opening hours?

Wednesday to Monday 10-4pm (Closed Tuesdays)

What happens if I have to cancel my show?

You must notify WPCC staff as soon as possible if this situation arises. A fee may be imposed if insufficient time is given or your reasons for withdrawing do not meet with WPCC approval.

Do I have to look after the show?

No, however your volunteer assistance will be appreciated and will impact positively on the presentation of your work. Please advise the WPCC if you wish to do this.

Can attendance figures be supplied to me at the end of my exhibition?

You will receive an Exhibition Report which will include attendance figures.

What is the maximum weight of any single hanging piece?

If you have work that you feel may exceed normal hanging conditions, please contact WPCC staff to discuss alternate installation procedures.

Who is on the assessment panel?

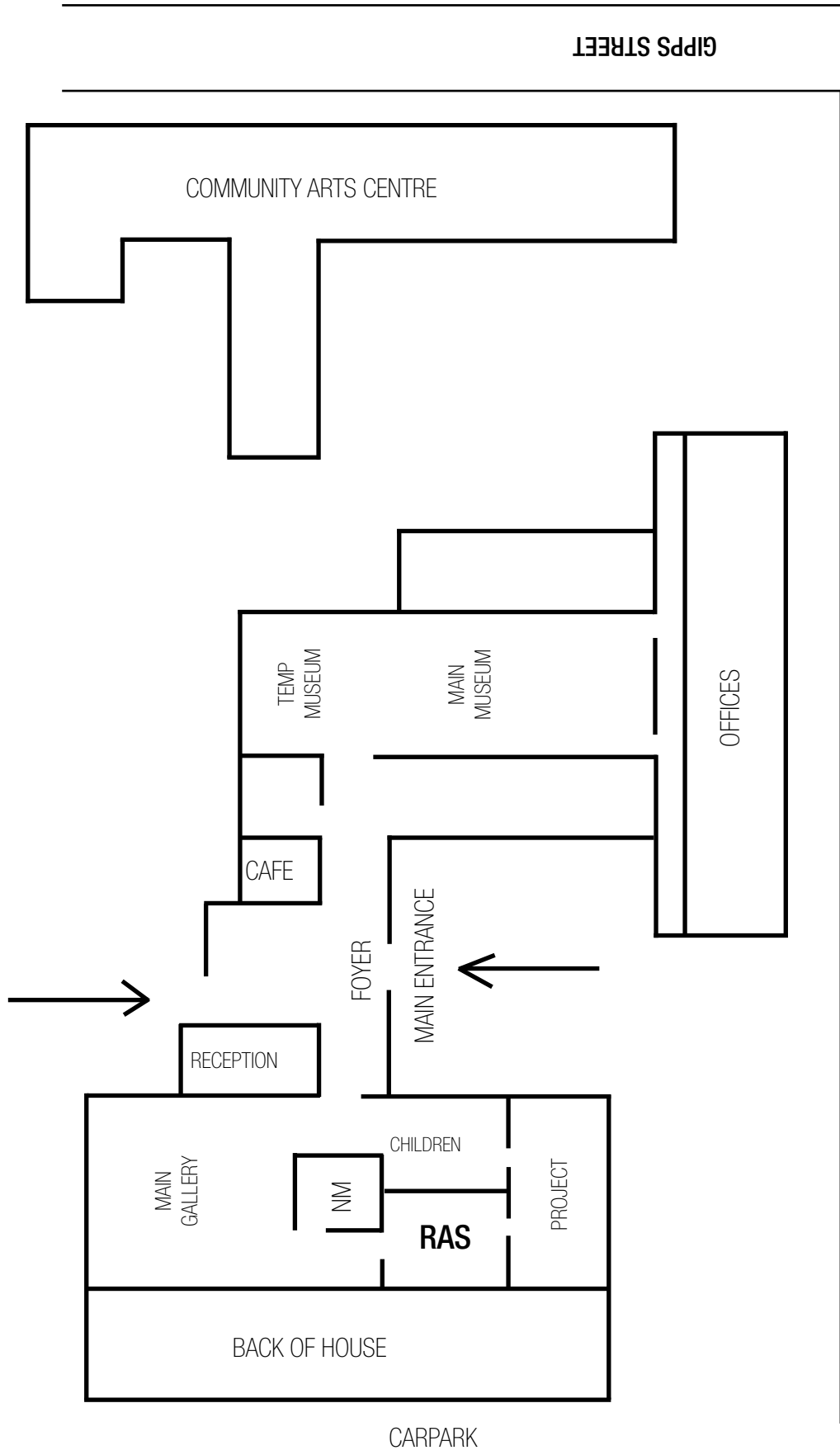
- Curator WPCC,
- Regional Arts Development Officer or Representative Orana Arts Inc Board,
- Regional Arts Development Officer or Representative Outback Arts Inc Board,
- An independent assessor.

What if I have trouble filling out this application, or have further questions?

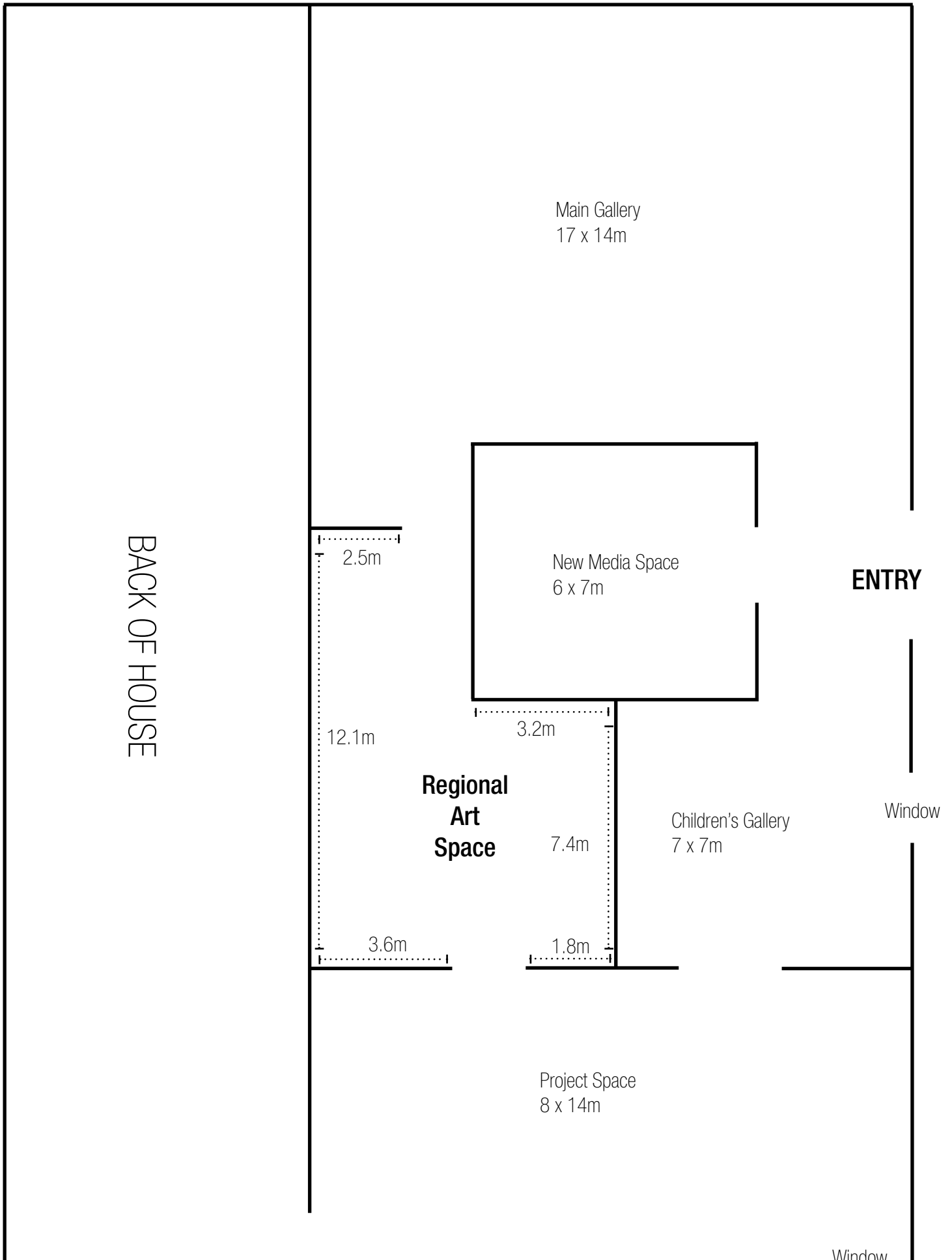
Please contact staff from either the WPCC, Orana Arts Inc or Outback Arts Inc, who will be happy to assist you.

WESTERN PLAINS CULTURAL CENTRE

NM = New Media Space



NB: NOT TO SCALE



WESTERN PLAINS CULTURAL CENTRE

Contact: *Kent Buchanan*
Curator
76 Wingewarra Street
PO Box 81
Dubbo NSW 2830
tel: 02 6801 4433 fax: 02 6801 4449
email: kent.buchanan@dubbo.nsw.gov.au
website: wpccdubbo.org.au

ORANA ARTS INC

Contact: *Merryn Spencer*
Regional Arts Development Officer
PO Box 271
Gilgandra NSW 2827
tel: 02 6817 8704 / 02 6817 8705 fax: 02 6817 8707
mob: 0427 777 586
email: mspencer@gilgandra.nsw.gov.au
website: oranaarts.com

OUTBACK ARTS INC

Contact: *Jamie-Lea Hodges*
Regional Arts Development Officer
PO Box 28
Coonamble NSW 2829
tel: 02 6822 2484 fax: 02 6822 4159
mob: 0419 629 818
email: rado@outbackarts.com.au
website: www.outbackarts.com.au