

# Art Space Ballarat Terms and Conditions

## Overview:

Applications are open to artists, makers, performers and creative community groups that live, work or study in Ballarat and surrounding region.

## Applications and selection:

Priority is given to proposals that –

- Promote innovation, diversity and quality in their arts practice;
- Present content from First Nations peoples, traditional owners and Indigenous communities;
- Reflect and respond to the City of Ballarat’s UNESCO Creative City designation;
- Demonstrate a high level of conceptual awareness;
- Present a coherent body of original work from an emerging artist/s.
- Present work in a professional manner and exhibits a good level of competency;
- Includes description, documentation and details of the proposed artwork; and,
- Take into consideration the location and public facing nature of the space.

Applications will be reviewed three times a year by a Consultation Group. The group will consist of:

- A representative of Creative City Unit, City of Ballarat
- A representative of the Ballarat arts community
- A committee member of a community arts body

**Important:** *Individuals or groups that have exhibited previously in Art Space or Unicorn Lane, in either in a solo or group show, will be required to wait a minimum of 2 years before being able to exhibit in Art Space, Unicorn Lane or BackSpace again.*

## Duration:

Art Space Ballarat will be allocated for five weeks to selected artist/s. The following schedule applies:

1 week – installation and setup/ pack down and clean

4 weeks – display of works

Shorter / negotiated time allocations will be available for performing arts applications.

**Display:**

- Street frontage windows to be considered in installation/display.
- Artworks to use the hanging system available in the space. No hooks or nails are allowed on the walls.
- The building structure cannot be altered in anyway due to local and state government heritage overlay. Art Space Ballarat is protected under Heritage Victoria guidelines.
- No alteration to walls and display tables and plinths, including painting.
- Art Space has easels, display tables and plinths available for use in the space.

**Responsibilities of the Artist/s:**

- Curating, installing and demounting exhibition and space.
- Adhering to City of Ballarat OH&S requirements.
- Printing costs and distribution of promotional collateral.
- Arrangements and cost of transporting artwork and related items.
- Insurance for artworks in transit to Arts Space and for duration of display/exhibition.
- Storage of packing materials.
- Supervision of the gallery space during agreed hours and days. Typically, Wed - Fri, 10am to 3pm, Sat and Sun, 11am to 3pm. Negotiable.
- Returning the gallery space to pre-exhibition condition. Fees may apply if cleaning is required or repair of damage to building walls, floors and display plinths, tables and equipment.
- Any sale of artworks or sale of tickets for events.
- Any electrical items brought into Art Space Ballarat must be tested and tagged within the past 12 months.
- Exhibitors and artists must notify the Creative City team of any events or activities planned to occur outside usual business hours.
- Art Space Ballarat is an unlicensed venue. Artists/performers are responsible for gaining the required licenses (eg. Temporary Liquor License) if alcohol is to be consumed on site and ensuring the local and state government laws and rules are adhered to. (Exhibition opening events are exempt from this requirement).

**Responsibilities of Creative City, City of Ballarat**

- Public Liability Insurance.
- Promotion via Creative Ballarat website, Visit Ballarat, Visit Victoria, monthly e-newsletter and on our social media platforms.
- Notifying local printed media about exhibition and providing contact details.
- OH&S Induction.