

## ARTSPACE MACKAY

### **Exhibition Proposal 2020 – 2022 – Expressions of Interest**

Artists and curators are invited to submit proposals for projects that can be exhibited in Gallery Three at Artspace Mackay. We welcome innovative ideas and critical approaches to art practice.

Applications can be submitted at any time but will take around six weeks to be assessed. Please note that submitting an application does not guarantee inclusion in the annual program.

#### **Selection Criteria**

Priority is given to proposals that:

- promote innovation, diversity and quality in visual arts practice;
- include new/previously unseen work;
- demonstrate a high level of conceptual awareness;
- present a coherent body of work;
- are presented in a professional manner and exhibit a high level of competency;
- include images of artworks of a high standard.

#### **Selection Panel**

Exhibition proposals will be assessed by a panel comprising the Director, Artspace Mackay, the Artspace Mackay Exhibitions Curator, and a representative of the Visual Arts Advisory Committee. This group will make recommendations to the Director of Community & Client Services for approval. Other members of the Visual Arts Advisory Committee may also be consulted during this process. *Please note that appeals will not be considered, as the decision of the Selection Panel is considered final.*

Please complete the following proposal form and contact the Gallery if you have any questions in completing your application. Incomplete applications will not be considered – refer to checklist.

Artspace Mackay  
Mackay Regional Council  
PO Box 41, Mackay Q 4740  
07 4961 9722  
[artspace@mackay.qld.gov.au](mailto:artspace@mackay.qld.gov.au)



## ARTSPACE MACKAY

### Exhibition Proposal 2020 – 2022 – Expressions of Interest

Please refer to the Artspace Mackay Exhibition Guidelines available online at [www.artspacemackay.com.au](http://www.artspacemackay.com.au)

## PERSONAL DETAILS

\_\_\_\_\_  
Name of exhibitor(s), curator/co-coordinator (For group projects, nominate a contact person)

\_\_\_\_\_  
Street address, suburb & postcode

\_\_\_\_\_  
Telephone (home)

\_\_\_\_\_  
(mobile)

\_\_\_\_\_  
Email address

### Proposed Exhibition Title:

When would your exhibition be available? (Propose date) \_\_\_\_\_

Please select which is most relevant to your project:

Artist

Curator

Collective/Group

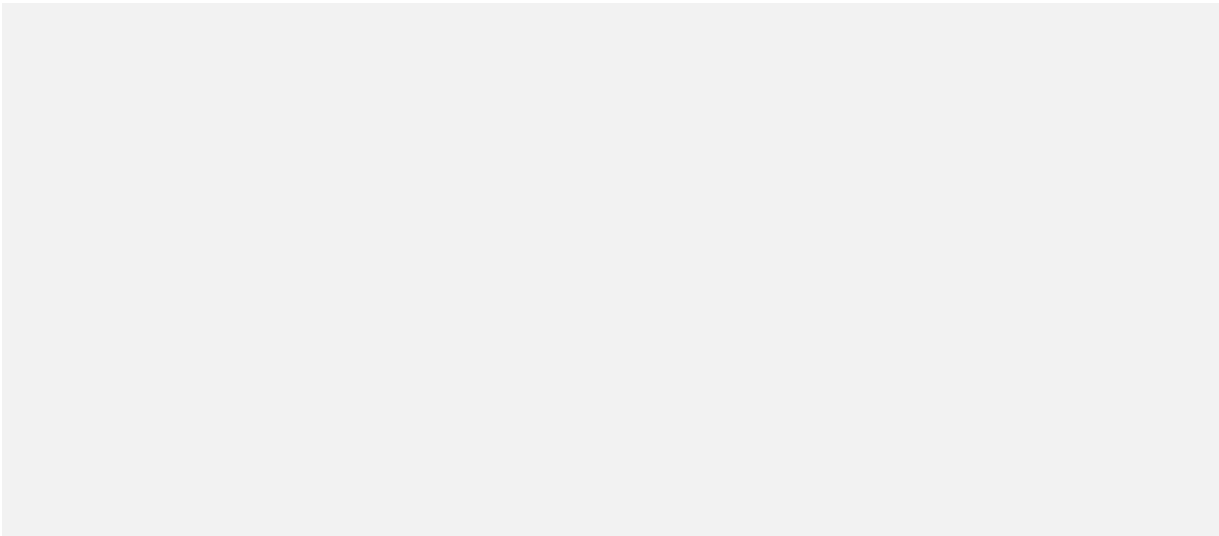
Other \_\_\_\_\_

### PROJECT DESCRIPTION *Curatorial rationale* (Minimum of 500 words)

Please describe the themes and concept informing the proposed exhibition– include key ideas to be explored and why you would like to exhibit this body of work. This needs to be a fully resolved description that will allow the panel to make an informed decision on your project.

**EXHIBITION DESIGN** *(See Gallery floor plan in the Guidelines for more details)*

Please describe how the work will look when installed. Include the proposed layout and outline any technical specifications. Additional sketches or plans can be attached for more complex installations.



**ARTWORK IMAGES**

Please indicate whether the images are of proposed works for exhibition or are examples of existing works/arts practice. For group shows, please submit work from each of the exhibiting artists and complete the table below, clearly describing all of the support material included in your application. (Note: Screen-based artworks should be submitted in the format of easily playable MP4, MOV or AVI files.)

#	Artist name, Title of work, Year, Description, Dimensions (cm) or duration	Intended or example work?
1		
2		
3		
4		
5		

*ARTWORK IMAGES cont'd*

#	Artist name, Title of work, Year, Description, Dimensions (cm) or duration	Intended or example work?
6		
7		
8		
9		
10		

**ARTIST & CURATOR INFORMATION**

1. Please attach a CV (max 1 page)
2. If you are proposing a curated exhibition please attach a 1 page CV for each participating artist and curator.

## PROPOSAL CHECKLIST

*Hardcopy of a completed current Exhibition Proposal Form*

*10 x digital images on USB or CDR (For group shows, a maximum of 20 images)*

*Screen-based artworks should be submitted in the format of easily playable MP4, MOV or AVI files (please do not use Apple ProRes or Apple Intermediate encoding). Files requiring the installation of special software or drivers may be disregarded. If submitting DVDs, the discs must be playable on a standard DVD player.*

*A hardcopy current Curriculum Vitae (1 page maximum per artist/curator)*

*A short 100 word biography for potential promotional purposes if your application is successful.*

*A CD or USB with the softcopy files of the above*

*Additional material in the form of plans or drawings to support your written proposal (if needed)*

*Signed acknowledgement of exhibitor requirements and responsibilities (below).*

### AGREEMENT

I hereby agree to the conditions of use as specified under 'Exhibitor's Responsibilities' in the Exhibition Guidelines and take full responsibility for all requirements as an exhibitor at Artspace Mackay to be met as outlined in the Exhibition Guidelines.

Signed

Date

## ARTSPACE MACKAY EXHIBITION GUIDELINES – GALLERY 3

### **Artspace Mackay – Background Information**

Artspace Mackay celebrates its fifteenth anniversary as the regional gallery servicing the Mackay, Whitsunday and Isaac regions. Since opening its doors in 2003 Artspace Mackay has welcomed over 350,000 visitors and now has an annual attendance of more than 25,000. Along with K-12 students and their teachers, local residents of all ages, tourists and business travellers, Artspace Mackay attracts thousands of visitors for social activities each year. Some 40 people each year serve as Volunteers in Visitor Services, Workshops and Project roles.

From modest beginnings of around 200 objects in the collection when the gallery opened, the Mackay Regional Council Art Collection has grown to include more than 1300 items today. Curatorial staff oversee the growth, research, exhibition and interpretation of the Collection, which is strongest in artists' books, limited edition prints and of course, the Tate Adams gift. In addition, the gallery has as small but important collection of contemporary Indigenous art.

The Gallery aims to promote creativity and inspire innovation and diversity in the visual arts through its annual exhibition program. It also endeavours to encourage discussion and debate about new ideas and issues in art and culture. The Gallery program provides visitors the opportunity to experience the breadth of art practice by local and international artists through its innovative and thought-provoking exhibition programs.

### **The Gallery's objectives**

- Promote the value and importance of the visual arts in the Mackay region by developing and maintaining a diverse program of art
- Promote and inspire innovation and diversity in the visual arts
- Provide a professional venue for the presentation of visual arts and public programs
- Support and strengthen the capacity of local artists to engage with the Mackay community
- Generate discussion and debate about new ideas and issues in art and culture
- Plan, develop and manage the Gallery in accordance with Council policies and directions
- Facilitate equity of access to cultural resources.

### **Gallery information**

Tel: 07 4961 9722

Email: [artspace@mackay.qld.gov.au](mailto:artspace@mackay.qld.gov.au)

[www.artspacemackay.com.au](http://www.artspacemackay.com.au)

### **Gallery hours:**

Tuesday to Friday 10am – 5pm

Saturday and Sunday 10am – 3pm

Closed Public Holidays and between exhibitions for installation.



## WHAT WE PROVIDE

- An exhibition fee of \$2,500 per exhibition at the culmination of the exhibition period.
- Professional assistance from Gallery staff in the development and coordination of the exhibition
- Staffing of the Gallery during opening hours (the Gallery is closed on public holidays and between exhibitions for installation).
- Major aspects of marketing the exhibition (see Marketing section for more information)
- Media release and publicity opportunities
- Design and printing of exhibition invitations
- Vinyl lettering signage for exhibition
- Assistance with exhibition design, installation and lighting
- Access to Gallery tools and audiovisual equipment including: DVD players, media players, sound system, digital projectors and televisions
- A variety of plinths for display purposes
- After hours alarm protection and security
- An exhibition opening – officially opened at the same time as other exhibition openings programmed for the Gallery. Note: stand-alone/separate exhibition openings will not occur.

## MARKETING

The Gallery provides exhibitors with:

- Mailout of standard format invitations to the Gallery's mailing list, community and media organisations ). Note: this exhibition invitation may take the form of an exhibition listing included on a standard-format invitation promoting other Artspace Mackay exhibitins opening concurrently.
- Electronic invitation emailed to the Gallery's database
- Printed and electronic invitations for the exhibitor's own distribution
- Development and distribution of a Media Release
- Art Almanac and Art Guide listings (please note that all other publicity and advertising costs are to be met by the exhibitor). The exhibitor can advertise in other publications at the exhibitor's own cost. Proofs of all publicity must be approved by the Gallery before printing and distribution.
- Inclusion of exhibition details and public programs on Artspace's website, Facebook page and on other electronic media.

## WHAT YOU WILL NEED TO DO

Exhibitor responsibilities:

- Actualising the exhibition proposed for inclusion in the Gallery's six-monthly program
- Providing the curator with a short biographical statement, artist statement and information for the exhibition
- Providing information for a media release (to be written by Council's Corporate Communications team)
- Providing a selection of high quality digital images for invitations, publicity and reproduction purposes, and a short written description suitable for the invitation (the invitation is designed to a specific format by Gallery staff)
- Delivery and collection of artworks to and from the Gallery (all costs to be met by exhibitor)
- Any additional advertising or publicity needs to be approved by Gallery staff before distribution
- Exhibitors are encouraged to develop public program activities in conjunction with Gallery Public Programs staff, such as artist talks or workshops.

## ACKNOWLEDGEMENT REQUIREMENTS

As the Gallery is operated and funded by Mackay Regional Council, successful applicants must acknowledge Artspace Mackay and Mackay Regional Council on all publicity material which includes:

- Artspace Mackay and Mackay Regional Council logos on all material generated for the exhibition
- Proofs of all marketing collateral must be approved through the gallery.

## INSTALLATION/DE-INSTALLATION

The Gallery exhibition program is established a minimum of two years in advance and timelines for installation and de-installation need to be strictly adhered to. Timelines will be established by the Curator in consultation with the exhibitor/s.

All decisions regarding the display of work must be made in consultation with the Gallery Curator., The artist/s should provide floor plans/layout for review prior to installation. The Gallery Curator retains the right to make final decisions on Gallery presentation, and will discuss any changes with the artist/s prior to install.

The exhibitor is responsible for any additional costs associated with the hire or purchase of non-standard display equipment or additional expenses associated with the presentation and display of their work.

Installation of all exhibitions occurs with strict adherence to the MRC Work Health and Safety Policy. A risk assessment process occurs prior to the installation of artwork and exhibitors must notify Gallery staff about any potential health and safety issues connected to the exhibition, especially if special installation equipment is required.

Attendance at a briefing session with Gallery staff prior to the installation period to discuss all installation issues may be required.

The number of works to be displayed will be at the discretion of the Gallery Exhibitions Curator. The Gallery reserves the right not to display works considered unsuitable for any reason or if the quality or quantity of work submitted is inappropriate for the exhibition space. The exhibiting artists will be consulted during the installation of any such instance.

The Gallery is unable to provide storage facilities. Artworks, packaging and tools cannot be left at the Gallery outside of the exhibition period. Failure to collect artworks on completion of the exhibiting period will incur charges to the exhibitor(s) to cover; venue hire costs, staff costs for de-installation and removal of artworks. Artworks not collected by a date agreed to by the exhibitor and the Gallery Curator will be disposed of at the Gallery's discretion.

The Gallery is fitted with a loading dock. Exhibitors are encouraged to use this for loading art work on installation and deinstallation days. Access to this dock is made via the rear of the venue on Macalister Street.

## OFFICIAL EXHIBITION OPENING FUNCTION

Artist/s attending the official opening function will be required to cover the cost of their own flights and accommodation.



## PUBLIC PROGRAMS

The artist/s will be expected to facilitate a guided tour of the exhibition in collaboration with Gallery staff, usually on the morning following the official opening. Please contact the Gallery for more information.

## LIGHTING SYSTEM

The Gallery exhibition track lighting currently consists of movable LED Erco flood lights and several spot lights.

## RIGGING POINTS

Gallery Three has a ceiling mounted rigging system for the provision of hanging works from the ceiling. Note that the location of rigging points is limited weight limits apply. Please contact the gallery for more information if needed.

## SECURITY

The Gallery has an intruder detection system in place, and is fitted with ceiling mounted detectors and a camera. The Gallery also has a system of closed circuit television monitoring.

## EXHIBITION SALES

Artspace Mackay is a public Gallery and as such will not conduct the sale of work. If a person is interested in purchasing a work their details will be passed on to the artist/s. Please note that arrangements for the collection and distribution of sold artworks are the responsibility of the artist, and must take place outside the Gallery premises after the conclusion of the exhibition.

## FLOOR PLAN

### Gallery 3

