



ART SPACE ON THE CONCOURSE

409 Victoria Avenue, Chatswood NSW 2064
www.willoughby.nsw.gov.au/whats-on/visual-arts

EXHIBITION POLICY AND HOW TO APPLY





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Please direct enquiries to:

Curator & Visual Arts
Coordinator, Community,
Culture & Leisure Unit,
Willoughby City Council on
02 9777 7972,
0401 638 501 or
www.willoughby.nsw.gov.au

INTRODUCTION

Willoughby City Council provides a range of facilities and programs to support and develop the visual arts. Council provides the community with three exhibition spaces, each with their own defined artistic and cultural direction: Art Space on The Concourse, Incinerator Art Space and Foyer Exhibition Space. The key aim is to contribute to the unique cultural identity of Willoughby and the Northern Sydney Region.

Art Space on The Concourse opened in 2011. Its annual program presents up to three Council-curated exhibitions and high quality visual arts events. It is available at other times for hire to artists, arts groups and curators to professionally display exhibitions which meet the Art Space on The Concourse Exhibition Policy and Hire Agreement Terms.

Art Space on The Concourse is an intimate and sophisticated 92 sqm exhibition space located within The Concourse's Performing Arts Centre. Equipped with professional track lighting and gallery hanging systems, it is the ideal venue for small touring exhibitions and curated shows. It offers a professional gallery space to exhibit a range of high quality art, craft, cultural and design exhibitions.

Art Space on The Concourse opening hours can be varied to suit the hirer, but must include the core opening hours of

**Wednesday to Friday, 11am – 5pm,
Saturday and Sunday, 11am – 4pm.**

This document is to be read in partnership with the Hire Agreement Terms.

LOCATION

Art Space on The Concourse is located in The Concourse Performing Arts Centre, Sydney's vibrant entertainment destination in the centre of the busy Chatswood retail and business district. The Concourse includes a 1000 seat concert hall and 500 seat theatre, as well as rehearsal and studio facilities. There is also the 5000 sqm Chatswood Library, the Civic Pavilion and bars, cafes and retail.

It is well located next to the Box Office and is accessible from the lifts of the underground carparks, and by pedestrians from Anderson Street and the main podium of The Concourse.

FEATURES

- Spacious exhibiting area with high ceilings and pristine white gallery walls
- 92 sqm exhibition space: 87 sqm useable floor space and 23.5m of hanging wall space
- Professional gallery hanging system
- Professional lighting system
- Suspension track for hanging 2D and 3D artworks 'in the round'
- Plinths (various sizes)
- Two 2.4m ladders
- Trolleys for moving heavy items
- Three trestle tables
- Small office, kitchenette (bar fridge and microwave)
- Storage area adjoining the main space
- Access to underground carparks, bathroom amenities and ramp and lift access.

HIRING

Art Space on The Concourse is available for hire for three weeks only. (Two week hire may be available on request). This includes one day (Tuesday 9am - 5pm) for installation and one day (Monday 9am - 5pm) for de-installation. No installation can occur outside these times.

Exhibition opening hours are Wednesday to Friday, 11am – 5pm, Saturday and Sunday 11am – 4pm.

However, exhibitions can be open for additional hours to this. In considering your exhibition opening hours, you may want to check the performing art events calendar at The Concourse during your hire period, to see if additional open hours may benefit your exhibition.

Hire Fees

Category A:
Commercial/Private/Educational Institution
– \$775 per week (incl. GST).

Category B:
Community Organisation/Group Exhibition or Artist Group Show – \$555 per week (incl. GST).

Category C:
Individual artist – \$365 per week (incl. GST).

Category D:
Full Concession. See Council's Community Facility Concessional Hire Policy which outlines the conditions under which a full concession may be available.

All categories listed above must pay a bond of \$200.

Please Note: These rates reflect the fees for the financial year 2018/19, with fees reviewed annually. There will be a standard minimal increase each financial year, starting from 1 July. Upon inquiry, a Council officer will confirm your rates and charges.

HIRER APPLICATION & ASSESSMENT PROCESS

Once a year, advertisements are placed on Council's website and through relevant arts organisations and media inviting applications from artists, curators and arts groups.

Applicants are;

- To use the online application form. A hardcopy application form is available on request for artists without computer access.
- Are encouraged to discuss their proposal with the Curator & Visual Arts Coordinator prior to submitting the application form.
- To be a person over the age of 18 who would be responsible for payment of hire fees and the other conditions outlined in the Hire Agreement Terms.

The application will be considered by the Culture and Leisure Unit against the selection criteria and the applicant will be informed of the decision in writing.

EXHIBITION POLICY

This document outlines Council's curatorial intent for contemporary visual art exhibitions held at the space. Exhibition applications must address the policy and criteria outlined below.

Art Space on The Concourse Exhibition Policy Objectives

- To provide clear guidelines for artists, curators, arts groups and organisations to contribute to an innovative and diverse annual exhibition program at Art Space on The Concourse.
- To ensure exhibitions are of a high quality and presented in a professional manner in accordance with the selection criteria, exhibition guidelines and conditions of use.
- To support and promote artists, arts groups and curators who are working across a range of media and are able to contribute to the unique cultural identity of the visual arts in the Northern Sydney Region.
- To provide opportunities for the Willoughby community and its visitors to engage with contemporary visual art in the Northern Sydney Region.

Policy Statement

Council will undertake to:

- Provide a varied exhibition program that balances local with visiting artists and arts groups and creates interest for residents and visitors, as well as a range of subject matters and disciplines.
- Receive proposals for exhibitions that aim to explore and communicate the diversity of contemporary visual art, are original in concept, of high presentation quality and contribute to the cultural identity of the Northern Sydney Region.
- Support and promote artists, arts organisations and community groups who are working across a range of media.
- Develop public programs which may include artist talks, special events, workshops and educational activities as appropriate to the exhibition.

Willoughby City Council reserves the right to refuse a proposal or an exhibit considered inappropriate for viewing by the wide range of visitors to the space.

It is not possible to change the exhibition concept or proposal once the application has been selected for exhibition.

SELECTION CRITERIA

In addition to addressing the above Policy, applications must include:

- **A sound curatorial proposal** providing a clear description of the exhibition concept, a physical description of the exhibition, the proposed outcomes and its relevance to contemporary visual arts, craft or design practice and/or the Willoughby community.
- **A proposed exhibition plan and budget**, including use of the art space, walls, plinths or special display requirements. You must also demonstrate an understanding of exhibition installation.
- **A current CV or artist biography** outlining exhibition history, publications and any relevant education qualifications. One CV per exhibiting artist.
- **For a solo exhibition** up to 10 images of past and proposed artworks. Images are to be in JPEG format only and sized between 500KB and 1MB per image.
- **For a group exhibition** up to 20 images of past and proposed artworks and formatted and sized as above.
- An image list detailing; artist, artwork title, year and medium.
- Online links to video artworks, if proposing an exhibition with predominantly this media.
- Preferred months for exhibition. Check with the Curator prior to nominating dates. Exhibitions are three weeks in duration, unless otherwise discussed with the Curator in advance.

Further considerations which may impact on the assessment of an application are:

- How the proposal contributes to the overall exhibition program at Art Space on The Concourse.
- The capacity to meet all requirements in this document and the Hire Agreement Terms (i.e. hiring costs, insurance, installation, staffing, standard of catalogues and other printed materials).

FLOOR PLAN

