



## **TWEED REGIONAL GALLERY**

& MARGARET OLLEY ART CENTRE | MURWILLUMBAH



### **Community Access Exhibitions Program** Guidelines for artists of the region submitting a proposal to exhibit at Tweed Regional Gallery

2021 - 2024

## Community Access Exhibitions Program (CAEP)

### Guidelines for artists of the region submitting a proposal to exhibit at Tweed Regional Gallery

The aim of the Community Access Exhibitions Program (CAEP) is to provide artists of the region with a professional venue for exhibitions of new work that promote their careers and endeavours within the local community and beyond.

Applicants must be a resident of the Tweed, Kyogle, Byron, Ballina, Scenic Rim shires, Lismore or Gold Coast City. In the case of group shows at least half the applicants must satisfy the residential requirement.

Exhibition spaces available under the CAEP are the Macnaughton Focus Gallery and The Boyd Gallery (details and floorplans are provided on page 3).

All proposals submitted under the CAEP will be considered by the Gallery's Exhibitions Committee according to the timelines set out in the table below.

The number of exhibition slots available each year will vary according to the Gallery's major exhibition calendar.

The Gallery reserves the right to schedule exhibitions and/or amend the CAEP guidelines as they see fit.

### When to apply?

Applicants should carefully consider their ability to deliver a body of finished work and their availability to participate in the organisation of an exhibition scheduled within the Exhibition Dates range allocated to each round of submitted proposals.

Exhibition proposals under the CAEP can be submitted at any time, however applications will be assessed as per the Closing Dates published below. Late proposals will be assessed in the following annual round.

CLOSING DATE for proposals	ADVICE DATE from Gallery	EXHIBITION DATES (allocation period)
16 May 2021	early June 2021	2022 – 2023
15 May 2022	early June 2022	2023 – 2024
14 May 2023	early June 2023	2024 – 2025
12 May 2024	early June 2024	2025 – 2026

### How to apply?

**The Exhibitions Committee will consider all applications received by the due date.**

Applicants will be advised in writing (either via post or email) as to the outcome of their proposal. Proposal materials will not be returned to unsuccessful applicants unless requested in writing. The Gallery requires that successful proposals be retained for archival purposes, however other supporting material may be returned.

The decision of the Exhibitions Committee is final and no correspondence will be entered into.

### Proposals must meet the following criteria:

Applicant/s are resident of Tweed, Kyogle, Lismore, Byron, Ballina, Scenic Rim or Gold Coast City.

In the case of a group show at least half the applicants must satisfy this residential requirement. If you do not meet the residential requirements, your application may be considered for other areas of the Gallery, however the Macnaughton Focus Gallery is strictly reserved for artists of the region. Please note, PO boxes or a broad association with the region will not be accepted under the CAEP.

Please note, postal applications are accepted, however digital submissions are preferred and computer literacy skills are essential.

**Exhibition proposals must include the following material:**

- An outline or rationale of the proposed exhibition, limited to two A4 pages.
- Between 4 – 8 high resolution images of recent work by each artist (digital images are preferred). Images must be clearly identified with the artist's name, medium, dimensions in centimetres (height x width x depth) and an indication of correct orientation. Poor quality images will seriously hinder the evaluation of your work.
- All applications must include at least 4 images of works to be included in the proposed exhibition.
- A 1 page Curriculum Vitae (resume).
- Application overview – see two page document included in these guidelines
- Relevant support material if available eg: catalogues from previous exhibitions.

**Selection is based on:**

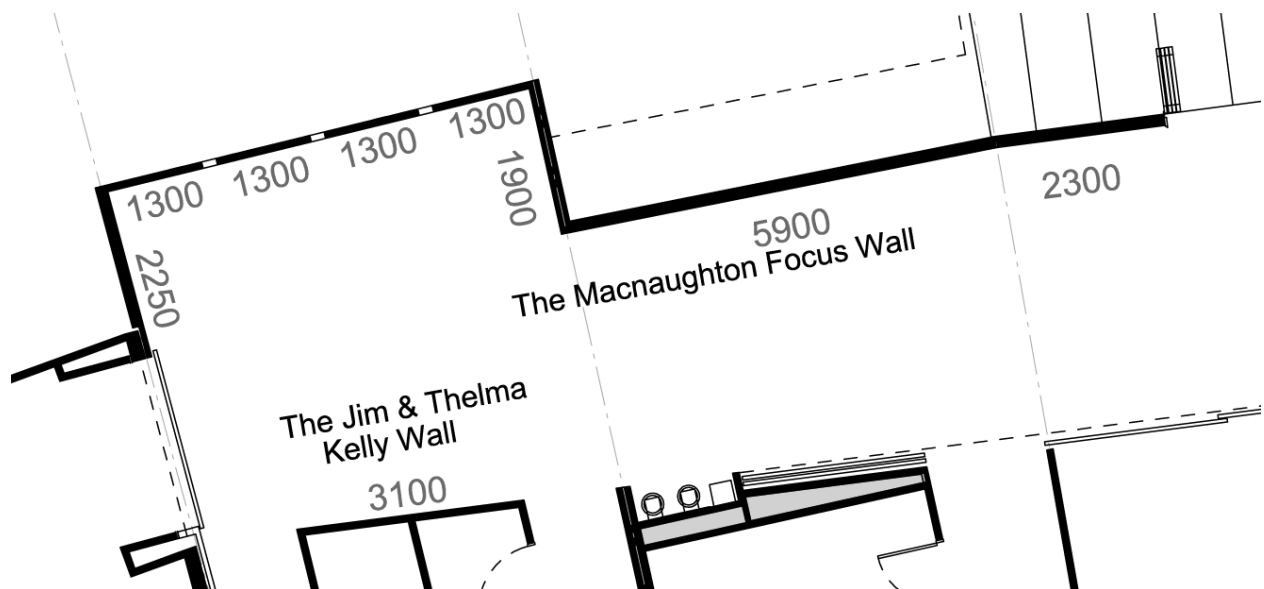
- Cohesive exhibition content and rationale;
- A high level of aesthetic value and understanding;
- Time frames and availability;
- Relevance to exhibitions in adjoining gallery spaces;
- Demonstrated experience in the development and implementation of an exhibition; and
- Demonstrated ability to communicate effectively.

**The Gallery receives many requests for inclusion in the exhibitions program. It is the responsibility of the Artist to ensure that all the relevant information and supporting documentation has been submitted by the due date to be considered.**

## The Macnaughton Focus Gallery and Kelly Wall

Approximately 17 running metres

Exhibitions in the Macnaughton Focus Gallery are dedicated to artists of the region. This program allows artists to show new work and use the Gallery as a forum to respond to current issues and events. Emerging artists are encouraged to apply for an exhibition in this space. Submissions for exhibitions containing three-dimensional works and installations are accepted, however it is recommended that artists consider how the works will be safely displayed in the space.

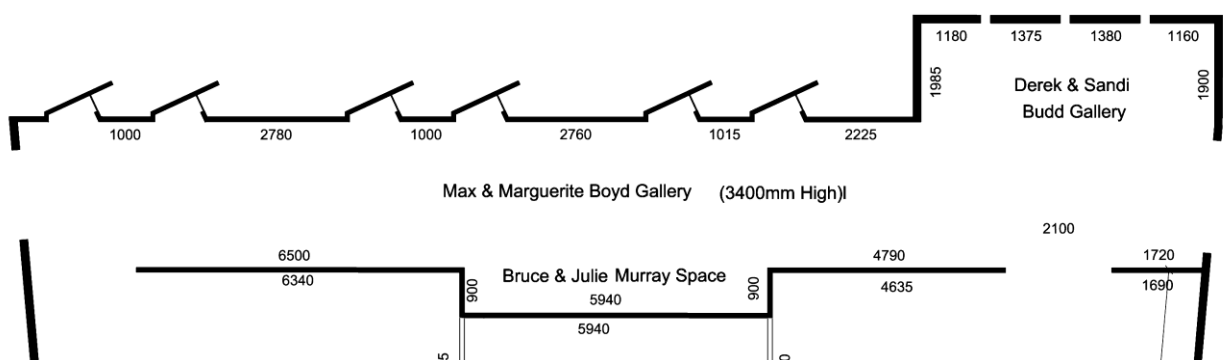


## The Boyd Gallery

Approximately 36 running metres

Proposals for The Boyd Gallery will be accepted for solo or group exhibitions with a bias toward group shows and/or solo exhibitions by more experienced artists. The exhibition schedule for The Boyd Gallery includes a mix of exhibitions that complement those in the adjoining galleries. These will include exhibitions chosen from submissions submitted under the CAEP, touring exhibitions, art prizes, and exhibitions curated by outside agencies and Gallery staff.

The Boyd Gallery also includes the smaller spaces labelled “Derek & Sandi Budd Gallery” and “Bruce & Julie Murray Space” in the floorplan below.





## General Information

- To assist in the production and professional presentation of artwork, artists selected for exhibition under the Community Access Exhibitions Program (CAEP) will receive an artist fee of \$500 for exhibitions in the Macnaughton Focus Gallery, and \$1,000 for exhibitions in The Boyd Gallery. The Gallery does not charge for the use of exhibition space, equipment, staff time or exhibition promotion (which includes the preparation and production of exhibition related documents).
- The roles and responsibilities of Gallery staff and artists will be clearly outlined to successful applicants in the Gallery's standard *Exhibition Agreement*. Successful applicants will be required to complete relevant sections and sign an *Exhibition Agreement* before their exhibition is confirmed. Failure to meet the obligations and timelines outlined in the Exhibition Agreement may result in the exhibition being cancelled.
- Successful applicants will be responsible for undertaking significant tasks in the exhibition planning and set up stages of the exhibition, as detailed in a timeline devised by Gallery staff. This will include: delivery and collection of artwork, participation in the installation and demount of the exhibition under the supervision of Gallery staff; and the provision of clear and concise information and high quality digital images to Gallery staff (who will prepare and produce exhibition invitations, floorsheets and wall labels).
- Artworks for exhibition must be delivered finished and ready for display. The Gallery will provide stock plinths as available to display three-dimensional work. Exhibits must not damage the Gallery space in any way or cause danger to the public or other exhibits. No alterations are allowed without prior permission and staff supervision.
- Successful proposals for exhibitions at Tweed Regional Gallery preclude artists from showing the same works within 100km of the Gallery in the 12 month period prior to their exhibition at Tweed Regional Gallery.
- Successful applicants may have the opportunity to present a public program during the course of the exhibition. This is a useful professional development tool and can help to create interest in your exhibition and your artistic practice. Applicants who are interested in presenting a public program should indicate this in their application and outline the type of program they are considering. Examples of the most common types of programs are artist demonstration days, exhibition floor talks or workshops but please do not be limited to these if you have an idea for something different.
- Should your application for exhibition be successful your public program ideas must be discussed with the Gallery's Curator - Public Programs. If a program opportunity is considered feasible you will be required to submit a brief outline of your program idea, preferred time/date, equipment required, materials, staffing and financial considerations etc. All programs are subject to approval by the Gallery Director in association with the Curator - Public Programs. The Gallery will offer a small fee dependant on the type and length of the program. Please note that due to the comprehensive exhibition program and associated public programs, it may not be possible to accommodate your request to present a public program.
- Please note that the Gallery uses PC systems (not Mac).

## Application for an exhibition at the Tweed Regional Gallery

(page 1 of 2)

Please tick the venue and program you are applying for:

- ☐ The Boyd Gallery
- ☐ The Macnaughton Focus Gallery and Kelly Wall

Preferred month and year of exhibition

*The Friends of the Gallery are generously funding one CAEP artist per year a two week residency in the Gallery's AIR as a dynamic professional development opportunity to extend their creative practice.*

Are you interested in applying for a funded residency to support the development of your exhibition?

- ☐ Yes

If yes, please attach a brief description on how this will benefit your practice (attach one A4 document).

Preferred month

Please select your residential shire or city council area

- ☐ Tweed ☐ Kyogle ☐ Lismore ☐ Byron ☐ Ballina ☐ Scenic Rim ☐ Gold Coast City

In the case of group exhibitions please nominate a **Contact Person** to fill in and sign this application:

Artist Name /  
Contact Person

Street address  
(Not a PO Box):

Telephone

Mobile

Email

Additional artists names and addresses (in case of group proposal)

2.

3.

4.

Title of proposed  
exhibition

Brief outline of  
proposed exhibition  
(in addition to 1  
page rationale)

Are you interested in presenting a public program? (please tick)

☐ YES

☐ NO

If so, briefly indicate what type of program you are considering?

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Please indicate below if all required information is included in your proposal:

☐ Please attach exhibition outline or rationale (maximum two A4 pages) and a CV (resume)

☐ Please attach digital images as detailed below

At least 4 of the 8 images must be of works to be included in the proposed exhibition and should be clearly marked as such. All images must be identified with artist name and title.

Fill out the image list below. A separate list must be attached for each artist in a group proposal.

Artist Name

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☐ Image 1

☐ Image 2

☐ Image 3

☐ Image 4

☐ Image 5

☐ Image 6

☐ Image 7

☐ Image 8

Title	Medium	Size (cm) HxWxD	Date of completion

Approximate total number of works for exhibition

--

Medium

--

Finished Sizes  
(eg: framed sizes)

--

In what year was the work proposed for exhibition started

--

and completed

--

Have the works proposed for exhibition been displayed in any venue previously? ☐ YES

☐ NO

If so please indicate where and when

--

Do you propose the exhibited works be available for sale?

☐ YES

☐ NO

Please tick the following as applicable:

- ☐ I am a student: course name, institution
- ☐ I am a practicing artist with an ABN registered practice. ABN:
- ☐ I am a practicing artist without an ABN registered practice.
- ☐ I am a practicing artist who is registered for GST.
- ☐ I declare the information provided is correct and that the artworks depicted in the images supplied are the original work of the artist(s) named.

Signed

Date

Please submit by email to: [tweedart@tweed.nsw.gov.au](mailto:tweedart@tweed.nsw.gov.au)  
Subject: Attn Exhibitions Curator - CAEP Application

Please note, postal applications are accepted, however digital submissions are preferred and computer literacy skills are essential.

Postal Address: Tweed Regional Gallery, PO Box 816 MURWILLUMBAH NSW 2484





## **TWEED REGIONAL GALLERY**

& MARGARET OLLEY ART CENTRE | MURWILLUMBAH

### **A TWEED SHIRE COUNCIL COMMUNITY FACILITY**

PO Box 816 (2 Mistral Road) Murwillumbah South NSW 2484

P: 02 6670 2790 F: 02 6670 2797 E: [tweedart@tweed.nsw.gov.au](mailto:tweedart@tweed.nsw.gov.au)

W: [artgallery.tweed.nsw.gov.au](http://artgallery.tweed.nsw.gov.au)

Open 10am - 5pm (DST) Wednesday to Sunday - Free admission.