



Art Gallery on Ovens Inc.

EXHIBITION EXPRESSION OF INTEREST

GUEST ARTIST MAIN GALLERY - EXHIBITION TERMS & CONDITIONS

Financials

- The cost to exhibit at Art Gallery on Ovens is \$200 per week + 20% commission on sales. If Option 2 is selected for some or all exhibition days, an additional cost of \$100 per day is required for 'manning' the exhibition.
- Minimum exhibition duration is one week, maximum two weeks.
- Balance of ALL costs MUST be paid to the Gallery, one calendar month before the exhibition date.
- You will receive a 10% commission on any sales that you make of resident artist's artwork hanging in the Resident Gallery. This excludes cards, prints & other items.
- Sales of your art (less 20% commission and credit card fee of 1.9% of credit card sales) and your commission of resident artist works will be deposited into your bank account at the end of the month of your exhibition.
- You are required to provide a copy of your current public liability insurance. Insurance is available through membership with Goulburn & North East Arts Alliance @ www.ganeaa.com.au
- Please be aware that our Gallery hanging hardware is monitored and you will be liable for any discrepancies and charged for the cost of its replacement.

Marketing

- We will supply you with a copy of our logo and details for your use to create a postcard invite.
- You will provide a soft copy of your invitation 6 weeks prior to your booking date for promotion on our website, Facebook, Instagram, as well as via email subscriptions.
- You will deliver to us a hard copy of your invite four weeks prior to booking date.

Housekeeping

- During your exhibition you will 'man' the gallery, unless you have selected OPTION 2 for help with SOME or ALL of you exhibition.
- It is your responsibility to keep the gallery at a highly professional standard – you will receive guidelines pertaining to this, as well as our exhibition policies and procedures.
- The gallery is to be open as per the official times; Monday, Thursday & Friday 10am-4pm, Saturday & Sunday 10am–2pm.
- You may extend your open hours of the gallery any time during the week of your exhibition, including your opening drinks, which is at your discretion.

Installation

- Install: Tuesday from 12pm and Wednesday. If you wish to open on Wednesday you may. This will mean you have 6 days in a week exhibition, instead of the required 5 days.
- Uninstall: Close Monday 4pm and out by Tuesday noon.
- The gallery supplies hooks, hanging system, credit card facilities, an invoice book, promotion and support. Tubs for ice, glassware and trays for platters for openings.

Please forward your EXHIBITION EXPRESSION OF INTEREST application and supporting information to the gallery selection committee at info@artgalleryonovens.com

Shop 4, 103 Murphy St Wangaratta, Vic 3677

www.artgalleryonovens.com