

EMERGING ARTIST SPACE (CLOISTERS) – INFORMATION AND TERMS OF USE

The Cloisters is the foyer space in front of the Burnside Community Centre reception, between Library entry and the onsite café and is suited predominantly to 2D art work. This area provides a commission free exhibition space within a major council facility and aims to expand and foster an appreciation of the arts and creative expression within the Burnside community.

INFORMATION ABOUT THE SPACE	
Opening Hours	The Cloisters is open to public during Civic Centre operating hours (Monday to Friday 8.30 am - 5 pm), and additionally during Library opening hours, and any time a hirer has the Community Centre facilities booked.
Users	The area attracts hundreds of users a day including hirers, general public, library visitors, café patrons, council staff and guests, service/program attendees and casual users.
Amenities	The site includes public toilets and an onsite café. There are tables in the space for general use and other community centre initiatives.
Walls and floor	The area is carpeted in a dark grey. The walls are light grey.
Tracking system	The tracking system installed is <i>Click Rail</i> and includes all fittings and fixtures for works to be hung on this system.
Lighting and power	There is strong natural light during the day time and basic evening light. There is not spot/site specific lighting for art work. The general area lighting is not adjustable. Power points in the space are not available for exhibitors unless by prior arrangement.
Security	The area is not continually staffed nor under security surveillance. The building is unlocked and accessible to the public during business and non business hours.
Insurance	Theft by <u>burglary</u> may be covered. Shoplifting, general theft and breakage is not covered by Council. Should an incident occur which is directly attributable to the actions/inactions of the hirer, the CoB may seek recovery of insurance excess. We recommend artists seek their own insurance advice and/or cover regarding their work and indemnity.
EXHIBITION INFORMATION	
Length of Exhibition	A period of no less than three weeks will be offered as part of this program. Longer periods will be based on availability.
Opening of Exhibition	Up to \$150 in preapproved costs to cover exhibition opening will be reimbursed to the artists following an opening. These must be CoB businesses. Artists must manage all elements of their opening. CoB will provide assistance where possible. Date and time must be approved by and booked with the Community Centres team.
Artwork specifications	Artwork needs to be exhibited above 1.2 m (due to other activities in the cloisters), and must be of a medium weight suitable for the existing tracking system. Large/heavy items, 3D, plinth, sculpture, etc, are not suitable, however may be considered as part of an exhibition subject to approval from CoB. The copyright remains with the artist.
COSTS, SALES AND MARKETING	
Sale of items	All works are to be priced and contact details provided. The artist is required to manage all enquiries and sales and these details must be displayed on all labels and marketing materials.
Signage	Artists will be required to provide information about each piece using standardised labelling and CoB will produce suitable labels for each piece of work.

Marketing of Exhibition	Artists may also produce further information about the exhibition at their own cost including booklets, fliers, social media, etc. All marketing must be approved by CoB. The Community Centres Team will assist with marketing including promotion through, if possible, main council marketing channels.
Catalogue	It is <u>not</u> recommended that a catalogue be produced due to the public nature of the space.
Cost	<u>To exhibit</u> : \$0 to exhibit. This is a commission free space. <u>To hang</u> : \$0 costs to hang the exhibition based on maximum four hours of a council contractor. A fee of \$60 per hour thereafter applies for hanging service. It is compulsory that our contractor hangs the art work.
ELIGIBILITY	
Eligibility for individuals	The space is available for emerging artist/s within the CoB area. An emerging artist is considered an individual who has not completed solo/predominantly solo exhibition before and is fundamentally unknown by the artistic community. A non CoB artist may be considered.
Eligibility for organisations, collaborations and groups	If organisations, collaborations and/or groups are applying they must complete the <u>Community Group Art Space Expression of Interest</u> form. Priority will be given to CoB community groups, not-for-profit organisations or local hobbyist groups or those linked specifically to Community Centre activities / programs (eg Harmony Day, NAIDOC Week etc). The latter may therefore include non CoB individuals/groups.
Exclusions	Works that are political or religious in nature, or by association, will not be considered. Works that are considered violent, sexual or inappropriate for a Community Centre space will not be considered. Artists will not be considered if they have, within the last three years, exhibited at Pepper Street Arts Centre or the Atrium space as a solo/predominantly solo exhibition. If a complaint is received about an exhibition/piece it may be removed by CoB.
Future display opportunities	It is not possible to exhibit multiple times as an individual artist in any three year period as it will be considered a solo/predominantly solo exhibition. Pepper Street Arts Centre may be able to provide information about other avenues of exhibiting.
OPENING AND CLOSING DATES	
Expression of Interest will open on Tuesday 5 February 2019 and close on Tuesday 12 March 2019 for exhibition during 2019/2020. There will be a minimum of two exhibitions during any six month period. The exhibition program will be finalised by the Community Centres team based on availability. Late applications may be considered.	
HOW TO APPLY	
1- Individuals are encouraged to discuss their interest with the Community Centres team via facilitiesmail@burnside.sa.gov.au or telephone 8366 4200. 2 - After the discussion the artist can then submit the Expression of Interest form.	
SELECTION	
Each application will be assessed according to the <u>Eligibility</u> and priority will be given to CoB residents, and those aligning to Community Centre activities/programs, and may include non CoB individual/groups where appropriate. The Community Centres team will make the final decision.	
FURTHER INFORMATION	
Any enquiries or questions about this space should be directed to: Burnside Community Centre – Cloisters Art Space Project (Attention Camilla Kinnane) 401 Greenhill Road, Tasmore, 5065. Ph: 8366 4200 Email: facilitiesmail@burnside.sa.gov.au	