

Applying for an exhibition in 2024



Opened in October 2019, Newmarch Gallery is a high quality, contemporary exhibition space run by City of Prospect with a strong community focus.

Newmarch Gallery exhibitions in 2024 will usually run for four weeks with openings set for Friday nights at 6pm.

Applications are open now and close 25 August 2023 (for exhibitions in February, March, April, June, July, September, October, November and December 2023*).

*The months of May and August are usually reserved for annual community programming.

Seeking exhibition proposals:

- Of innovative artwork in 2D or 3D media, moving image or sound art, in which the audience experience is considered;
- Of new work that has not been exhibited in the Adelaide metropolitan area, in both solo and group exhibitions.

To apply for an exhibition in 2024 follow the link to the [Newmarch Gallery Exhibition Application Form](#) in the Latest News section on the Newmarch Gallery website.

Please consider arranging a meeting with the Gallery Coordinator Edward James prior to submitting an application.

All other enquiries, please email edward.james@prospect.sa.gov.au or call Edward James on (08) 8342 8175.

Hard copy applications may be accepted by arrangement with the Gallery Coordinator.

Assessment Criteria

Preference will be given to exhibition proposals that demonstrate:

- High quality work as supported by images/media provided;
- A cohesive vision for the exhibition with an engaging curatorial premise;
- Creativity, a strong artistic and/or cultural intention and/or innovation;
- The artist(s) / exhibitor(s) capacity to meet the requirements and obligations of exhibiting at Newmarch Gallery.

The Prospect Arts Action Network review and advise on proposal selection considering:

- The proposal's value to City of Prospect and Newmarch Gallery audiences, including audience experience;
- Suitability and fit within the annual exhibition program;
- Practicality and safety, suitability for safe public display;
- Specifications and dimensions of Newmarch Gallery Conditions.

Exclusions:

- Applicants must be over 18 years of age;
- Support material will not be returned at the conclusion of the selection process;
- Additional information and/or images will not be considered;
- Folders may not be submitted.

Notification:

- All applicants will be advised by the end of October 2021;
- All successful applicants will be required to sign a Memorandum of Agreement upon acceptance of the exhibition proposal.

Costs to the artist(s) / exhibitor(s):

- Standard Fee: Gallery booking fee of \$580 (GST included) including design and printing of invitations.
- E-Invitation Fee: Gallery booking fee of \$370 including e-invitation design but excluding printing of invitations;
- Artist(s) all aged 18 to 26 years: Gallery booking fee of \$330 (GST included). This fee includes e-invitation design and printing;
- Insurance and transport and of works whilst in transit and on exhibition;
- Catering for opening;
- Commission charges: 30% + 10% GST on the commission charge.

Fee

The successful artist(s) / exhibitor(s) must pay the hire fee within 30 days of the issue of the invoice in order to confirm their booking. Exhibitions cancelled will forfeit 50% of the total fee unless cancellation is due to unforeseen circumstances.

Costs covered by the City of Prospect / Newmarch Gallery

- Advertisements in the Art Guide Australia and Prospect Magazine. Promotion on the Newmarch Gallery website, Facebook & Instagram, Arts Hub and other City of Prospect social media channels as deemed appropriate;
- Invitation design to Gallery invite design template;
- Facility and staffing costs;
- Public Liability Insurance cover.

Insurance

Insurance of artworks in the gallery is the responsibility of the exhibitor. The Gallery **does not** accept any responsibility for loss or damage during the hire period.

Installation / De-Installation

Delivery/collection and installation/ de-installation of all artwork remains the responsibility of the artist(s) / exhibitor(s). Gallery staff will provide advice and assistance with installation of artworks.

Artwork packaging and freight remains the responsibility of the artist(s).

Artworks or items displayed must be professionally presented or framed and considered appropriate for a community setting.

Artworks may not remain in the gallery after the nominate date. Storage charges may apply for material left in the Gallery after the exhibition.

Promotion

Images and information requested by the Gallery for promotion of the exhibition will be provided by the artist(s) at no charge in a timely manner.

Exhibition openings are photographed. Artists are encouraged to utilize those photos for their personal promotion.

Health and Safety

Artworks that are offensive or inappropriate for public display will not be accepted. Artworks that are unsuitable for display at the venue for reasons of size or public safety will not be accepted. The Artist is responsible to abide by City of Prospect Work Health and Safety procedures and policies and take reasonable care when installing and removing artworks.