

Creative Spaces Assembly Point 2 Month EOI Application Form 2026/27

Form Preview

Assembly Point Guild EOI Application Form

Application information and terms of use

This application form is to apply to curate and exhibit for 2 months at [Assembly Point](#), a public realm exhibition space consisting of five glass vitrines. Assembly Point is located at 152 Sturt St, Southbank.

Creative Spaces accepts applications from individuals or groups and supports expressions of interest from creative organisations, institutions, businesses and individuals working in partnership who may wish to share the space.

This is an in-kind offering of a public realm space, provided at no cost to the licensee for the duration of the licence term.

When completing this application form, please describe the work proposed clearly and with as much detail as possible.

Each successful applicant will commence a 2-month licence. There are three slots available on the following dates (inclusive of bump-in and bump-out):

Monday 5 October 2026 - Sunday 29 November 2026 Tuesday 1 December 2026 - Sunday 31 January 2027 Tuesday 2 February 2027 - Wednesday 31 March 2027

Please review the [Creative Spaces Assembly Point EOI Guidelines 2026/27](#) before submitting your application.

If you have any queries about the space or application conditions, please call Creative Spaces on (03) 9658 9893 or email us at creativespaces@melbourne.vic.gov.au.

Accessibility for applicants with disability

Applicants with disability are encouraged to contact Creative Spaces team on (03) 9658 9893 or creativespaces@melbourne.vic.gov.au to discuss any specific needs or additional support required to complete and submit an application.

If you are deaf, hearing-impaired, or speech-impaired contact us via the National Relay Service on 133 677 (ask for 03 9658 9658).

Application form

* indicates a required field

Applicant details

If applying as a group, please nominate one representative as a primary applicant and person of contact.

Applicant name *

Title	First Name	Last Name

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Postal address

Address

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

Please select one: *

- ☐ I am an unfunded independent artist
- ☐ I am a funded independent artist
- ☐ I am a not for profit organisation
- ☐ I am a commercial organisation
- ☐ I am a student

If you are applying as a group, please list all exhibiting artist names

Word count:

Must be no more than 100 words.

Your curatorial proposal

What artform is your proposed exhibition/programme? Please select all that apply. *

☐ Photography ☐ Textiles ☐ Graphic design ☐ Visual arts ☐ Multimedia ☐
Drawing/illustration ☐ Painting ☐ Printmaking ☐ Sculpture ☐ Ceramics ☐ Fashion
design ☐ Digital/media ☐ Found object assemblage ☐ Jewellery ☐ Architecture

Other

What is your curatorial proposal title? *

Please summarise your project and outline your curatorial proposal *

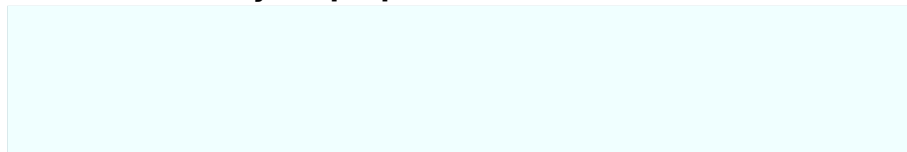
Word count:

Must be no more than 500 words.

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Please describe your proposed installation method: *



Word count:

Must be no more than 500 words.

Describe how you will present your work in the space (hanging, suspended, mounted, etc). We encourage you to research installation methods that may be suitable for your proposed work.

Please select your preferred exhibition dates (select all that apply)

Please select your preferred exhibition dates (select all that apply) *

- ☐ • Monday 5 October 2026 – Sunday 29 November 2026
- ☐ • Tuesday 1 December 2026 – Sunday 31 January 2027
- ☐ • Tuesday 2 February 2027 – Wednesday 31 March 2027

At least 1 choice must be selected.

Supporting material

Artistic and other support material is a critical part of the application and reviewed as part of the assessment process. Please provide three images of current, proposed or past works.

Other supporting material includes:

- Curatorial proposal outline (if intending to changeover exhibitions during the term).
- 2-month timeline (schedule).
- Key artist CV summaries, portfolios, reviews, website and social media links.
- Peer/industry support letters (up to three consolidated into the one attachment).

As part of the application process, we require you to submit an indicative vitrine plan of your proposed exhibition. This can be rough drawings, sketches or a digital impression of your proposed work.

Please ensure your indicative vitrine plan is detailed to allow the assessment panel to visualise your proposal. We recommend printing the vitrine plan to draw over it or saving it and overlaying images within the vitrine outlines.

[Download the vitrine plan here.](#)

[View images of the space here.](#)

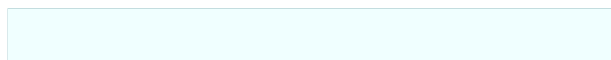
Upload your completed vitrine plan *

Attach a file:



Upload your 2 month timeline / schedule *

Attach a file:



Outline your 2 month plan in detail.

Upload an image of current or proposed work *

Attach a file:

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Can be actual or indicative.

Upload an image of current or proposed work *

Attach a file:

Can be actual or indicative.

Upload an image of current or proposed work *

Attach a file:

Can be actual or indicative.

Upload peer/industry support letter/s *

Attach a file:

Up to three letters, consolidated into the one attachment

Upload supporting material (optional)

Attach a file:

Additional images, portfolios, CVs, reviews, etc.

Website links (optional)

Support material must be in a format compatible with the following software applications: Microsoft Office 2010, Adobe Acrobat Reader version 17, Adobe Flashplayer version 32, Microsoft Internet Explorer version 11, Microsoft Windows Media Player version 12.

Audio-visual content weblinks (optional)

Please provide the weblinks here for your audio-visual content hosted on an external platform such as Vimeo or Soundcloud. If the material requires a password for access, please include the passwords in the support material description below.

Social media handles (optional)

Please specify platform (eg Instagram, Facebook, Youtube)

Your support material description (optional)

*If your material is password protected, be sure to include passwords here

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Demographic Data - Council Requirement

What age group do you fit in? *

- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65+

How do you identify? *

- ☐ Female
- ☐ Male
- ☐ Non-binary
- ☐ Prefer not to say

Please indicate if you or anyone in your group identifies with one or more of the following communities:

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Culturally and linguistically diverse
- ☐ Living with a disability
- ☐ From regional or remote communities
- ☐ LGBTQI+

How did you hear about this opportunity? *

- ☐ Creative Spaces mailing list (email)
- ☐ Creative Spaces Facebook
- ☐ City of Melbourne website
- ☐ Creative Spaces website
- ☐ Advertisement on Facebook
- ☐ Social Media (other than Creative Spaces or City of Melbourne)
- ☐ Creative Spaces Instagram
- ☐ Creative Spaces Twitter
- ☐ Artshub
- ☐ Advertisement on Instagram
- ☐ Creative Spaces LinkedIn
- ☐ Other:

Would you like your email address to be kept on our mailing list to be notified of future opportunities in this space? *

- ☐ Yes
- ☐ No

Submit your application

I understand the dimensions of the vitrines and my proposed work/installation will fit in the space. *

- ☐ Yes

I understand that I need to notify Creative Spaces of any material forming part of the project that is or may be controversial, prior to making the work public *

- ☐ Yes

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I confirm that the above is my own work, or I have permission from all participants to include their work in this proposal. *

☐ Yes

I confirm that I have read and understood the Creative Spaces Assembly Point EOI Guidelines in its entirety and accept the terms and conditions *

☐ Yes