City Library Gallery EOI Application Form

Application information and terms of use

Applications due 11.59pm Sunday 24 November 2024

This application form is to apply to exhibit at [City Library Gallery](#) and [Library at the Dock Gallery and Window Space](#).

Individuals, groups and organisations working in any medium or discipline are welcome to apply. The current cost to exhibit at City Library Gallery and Library at the Dock Gallery for a 4 week period is **$1,000 including GST** (gallery fees are subject to change due to indexation). Library at the Dock Window space is free of charge.

If you have any questions about the spaces or your application, please contact Laura Johnston on 0411 776 324 or by email librarygallery@melbourne.vic.gov.au.

Note: installation is the Tuesday prior to the exhibition opening on Wednesday and the launch takes place on the Thursday evening from 5.30 - 7.00pm.

Specifications

The City Library Gallery consists of:

- Gallery [hanging system.](#)
- Wall 1: 17.65m long X 3.2m tall.
- Wall 2: 4.43m long X 3.5m tall.
- Display plinths: 3
- Flexible lighting system.

Floorplan can be found [here](#).

 The Library at the Dock gallery consists of:

- Gallery [hanging system.](#)
- Hanging wires with hooks: 90
- Wall 1: 13m long
- Wall 2: 11.5m long
- Moveable gallery walls with hanging system x4.
- Display cases and cabinets: Various sizes
- Projectors: 2 (wall and floor projector).
- Wall mounted screen – Sound available through headphone jack.
- Flexible lighting system.

Floorplan and 3D VR Tour can be found [here](#). Specifications of furniture and AV equipment included in tour.

The Library at the Dock Window space consists of:

- Large display vitrine visible inside and outside the library.
- 780cm long x 100cm deep x 298cm high
- Under floor power point.
- Hanging rails 548cm long 71cm wide.
- Most suitable for sculptural or textile work.

Floorplan and 3D VR Tour can be found <u>here</u>.

Please review the <u>Guidelines</u> before submitting your application.

Please read our <u>conditions of entry and other policies.</u>

Application form

* indicates a required field

Applicant details

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

Applicant name *

Title   First Name   Last Name

Postal address

Address

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

Name of group or organisation (if applicable)

Do you as the primary applicant, or does your organisation identify as Aboriginal or Torres Strait Islander? *

○ Yes
○ No
○ Prefer not to answer

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

Word count:
Must be no more than 50 words.

Individual Applicant

As the primary applicant, what is your gender? *
○ Man
○ Woman
○ Non-binary
○ Prefer not to answer

What are your preferred pronouns?

Which age group do you belong to? *
☐ Under 14 years
☐ 15 - 19 years
☐ 20 - 24 years
☐ 25 - 34 years
☐ 35 - 44 years
☐ 45 - 54 years
☐ 55 - 64 years
☐ 65+ years

What career stage do you identify with? *
☐ Emerging
☐ Mid-career
☐ Established

Do you speak a language other than English at home? *
☐ Yes
☐ No

Applicants from multicultural communities

Applicants from multicultural communities can contact Multicultural Arts Victoria (MAV) for application support at office@multiculturalarts.com.au

Which language/s? *

Access

Applicants that are D/deaf, Disabled, neurodiverse and chronically ill can contact Laura Johnston on 0411 776 324 or by email librarygallery@melbourne.vic.gov.au to discuss additional support needed to complete and submit an application.

Applicants can also contact Arts Access Victoria (AAV) for application support at info@artsaccess.com.au or phone (03) 9699 8299.

Are you a D/deaf, Disabled, neurodiverse and chronically ill artist? OR are you applying on behalf of an organisation working with D/deaf, Disabled, neurodiverse and chronically ill artists? *

○ Yes
○ No

Exhibition space

Which space are you applying for? *
○ City Library Gallery
○ Library at the Dock Gallery
○ Library at the Dock Window Space
You can only choose one

Your proposed exhibition

What is the art form of your proposed exhibition? Please select all that apply. *
☐ Photography ☐ Drawing ☐ Painting ☐ Printmaking ☐ Sculpture ☐ Film/media
☐ Installation
Other

What is your proposed exhibition title? *

Please summarise your project and describe your proposal for the space: *

Must be no more than 350 words.
Provide a description of your project - what is your work and the ideas behind the exhibition?

Please describe your proposed installation method: *

Word count:
Must be no more than 200 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.

City Library Gallery dates

Select your preferred exhibition dates (select all that apply) *
☐ Wednesday 5 March - Sunday 30 March 2025
☐ Wednesday 23 July – Sunday 17 August 2025
☐ Wednesday 20 August - Sunday 14 September 2025
☐ Wednesday 17 September - Sunday 12 October 2025
☐ Wednesday 15 October - Sunday 9 November 2025
☐ Wednesday 10 December - Sunday 1 February 2026

Library at Dock Gallery dates

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

☐ Wednesday 19 March - Sunday 13 April 2025
☐ Wednesday 28 May - Sunday 6 July 2025
☐ Wednesday 9 July - Sunday 3 August 2025
☐ Wednesday 6 August - Sunday 31 August 2025
☐ Wednesday 3 September - Sunday 28 September 2025
☐ Wednesday 29 October - Sunday 23 November 2025
☐ Wednesday 26 November - Sunday 18 January 2026

Library at Dock Window space dates

Select your preferred exhibition dates (select all that apply) *
☐ Wednesday 22 January - Sunday 16 February 2025
☐ Wednesday 19 March - Sunday 13 April 2025
☐ Wednesday 16 April - Sunday 25 May 2025
☐ Wednesday 28 May - Sunday 6 July 2025
☐ Wednesday 9 July - Sunday 3 August 2025
☐ Wednesday 6 August - Sunday 31 August 2025
☐ Wednesday 3 September - Sunday 28 September 2025
☐ Wednesday 1 October - Sunday 26 October 2025
☐ Wednesday 29 October - Sunday 23 November 2025
☐ Wednesday 26 November - Sunday 18 January 2026

I confirm that I will be ready to exhibit on any of my preferred dates. *
○ Yes

Is the work proposed as part of a festival? *
☐ Yes - confirmed
☐ Yes - unconfirmed
☐ No

Festival

Name of Festival *

Supporting material

- Support material should be relevant and strengthen your proposal
- Please collate images into one document or provide website link/s to view material
- Video and audio files and artist websites are accepted
- Please indicate whether the material is previous work or the work you are proposing for the exhibition.

Applicant Primary Website (optional)

Must be a URL.

Applicant Secondary Website (optional)

Must be a URL.

Provide any additional relevant weblinks to supporting material

For example, each applicant's website, links to online work, articles, artist and/or gallery websites, video and audio pages.

Social media handles (optional)

Please specify platform (eg Instagram, Facebook, Youtube)

Will you be using Aboriginal or Torres Strait Islander stories or cultural material that is not your own? *

☐ No

☐ Yes. Please provide evidence of community consultation and cultural permissions in your application.

Will you be employing sustainable, environmentally friendly practises where possible? e.g. limiting waste *

○ Yes

Upload images of your work

Attach a file:

Please combined images into a single file where possible

Upload Artist CV

Attach a file:

Please combined into a single file where possible

Upload other support material

Attach a file:

Please combined into a single file where possible

Submit your application

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

○ Yes

I confirm that I understand the gallery hire fee is $1,000 including GST

○ Yes

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 understand that the content presented within the Library Galleries must be G rated, suitable for library audiences *
○   Yes

I confirm that I have read and understood the Library Gallery Application Guidelines. *
○   Yes

I accept the terms and conditions detailed in the Library Gallery Application Guidelines. *
○   Yes

Applicant experience

How did you hear about the library gallery program?

☐ City of Melbourne website   ☐ Social media (City of Melbourne Facebook, Twitter, Instagram, LinkedIn)   ☐ Word of mouth / referral

☐ I'm a previous applicant / recipient   ☐ Social media (other than City of Melbourne)   ☐ City of Melbourne staff member

☐ Internet search   ☐ Arts Hub   ☐ Other:

☐ Newsletter article   ☐ Email

We welcome feedback on any aspect of the Library Gallery program and how we might improve our service to you.