

The Pavilion EOI Application Form

Application information and terms of use

Short term creative space - The Pavilion

[Creative Spaces](#) has a short-term opportunity open to all artists and creatives looking for a space to present or exhibit work. The space may also be used in combination as a development or work space*.

The Pavilion is [centrally located](#) in the Fitzroy Gardens next to the Tudor Village and Fairies Tree and is available for creative use between 8 January and 30 June 2021. Applicants may apply to utilise the space for either a 3 month or 6 month period.

It is highly recommended that you attend a walkthrough of the space before submitting an application. Creative Spaces are conducting two walkthroughs:

- Wednesday 2 December 10am - 12pm
- Thursday 3 December 1pm - 3pm

To attend a walkthrough it is essential to RSVP with your name, contact number and preferred time slot via creativespaces@melbourne.vic.gov.au.

Creative Spaces welcomes applications across all art forms that include a public outcome (for example, an exhibition).

Applying and exhibiting at The Pavilion is free for individuals, students, not for profit organisations, unfunded groups and organisations.

About the space:

- Main internal area 175m², plus amenity areas (store rooms, toilets)
- Hours of use: 7am - 11pm
- Paved terrace
- 2.6m ceilings
- Ramp access (note: assisted disabled access, no accessible toilet)
- Load-in/out by negotiation only (to be kept at a minimum)
- Air-conditioning
- In-ceiling PA
- Alarm system

Successful applicants will enter into a licence agreement for use outlining obligations, terms and conditions. For more information please contact Creative Spaces.

*Messy work or excessively loud practises are not permitted in The Pavilion. The space must not be damaged or altered.

[The Pavilion FLOORPLAN](#)

[APPLICATION GUIDELINES](#)

****COVID-19 PROTOCOLS****

Creative Spaces staff and contractors will be practising COVID Safe practices in line with the [Department of Health and Human Services guidelines](#).

The Pavilion

Form Preview

IMPORTANT: If you feel unwell, have returned from overseas travel or have come in contact with a known case of COVID-19 in the two weeks leading up to attending the site, **you must not attend and return home.** Creative Spaces reserves the right to refuse your participation.

Please contact Creative Spaces on (03) 9658 9893 or creativespaces@melbourne.vic.gov.au if you have any questions.

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
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

Do you, or does anyone in your group, identify as Aboriginal and/or Torres Strait Islander? *

- Yes
- No
- Prefer not to answer

The Pavilion

Form Preview

As the applicant, what is your gender? *

- Man
- Woman
- Prefer not to answer
- Other:

If you are applying as a group, please list all collaborating artists/performers:

Word count:

Must be no more than 50 words.

Artists with disabilities

Applicants with access requirements needing additional support to complete and submit an application are encouraged to contact the Creative Spaces team on (03) 9658 9893 or by email to creativespaces@melbourne.vic.gov.au.

Are you an artist with disabilities or an organisation working with artists with disabilities? *

- Yes
- No

Your proposed public outcome/s

What art form is your proposed public outcome/s? Please select all that apply. *

- Visual arts
- Multimedia
- Fashion
- Music
- Theatre/Live Art
- Dance
- Workshop
- Lecture series/ talk

Other

Please select which time period you wish to apply to occupy the space (select all viable timeslots) *

- 3 months, Friday 8 January- Sunday 4 April 2021
- 3 months, Monday 5 April- Wednesday 30 June 2021
- 6 months, Friday 8 January- Wednesday 30 June 2021

At least 1 choice must be selected.

Please summarise how you will utilise the space over the duration of your preferred time period and describe your proposal for a public outcome/s: *

Word count:

Must be no more than 350 words.

Please attach your proposed timeline *

Attach a file:

The Pavilion

Form Preview

Please detail how your public outcome/s will engage the community and help to reactivate the city: *

Word count:

Must be no more than 350 words

Please indicate which measures you will be employing to ensure that your event/s and usage of the space are compliant with COVID safety requirements: *

Word count:

Please provide an outline of the promotional activities you will be undertaking to promote your public outcome/s: *

Word count:

Must be no more than 200 words

Supporting material

Please provide material to support your application. We require at least three examples (this can be of previous work or the actual work you are proposing for the space) and accept other supporting material including portfolios, CVs, peer/industry support letters, reviews, websites and social media.

As part of the application process, we require you to submit an indicative floor plan of your proposed public outcome/event. This can be rough drawings, sketches or a digital impression of your proposed outcome.

[Download the Floor Plan here.](#)

Please attach your completed floor plan *

Attach a file:

Upload an example of your work *

Attach a file:

Can be actual or indicative.

Upload an example of your work *

Attach a file:

Can be actual or indicative.

The Pavilion

Form Preview

Upload an example of your work *

Attach a file:

Can be actual or indicative.

Upload supporting material (optional)

Attach a file:

Additional images, portfolios, CVs, reviews, etc.

Upload supporting material (optional)

Attach a file:

Additional images, portfolios, CVs, reviews, etc.

Upload supporting material (optional)

Attach a file:

Additional images, portfolios, CVs, reviews, etc.

Upload supporting material (optional)

Attach a file:

Additional images, portfolios, CVs, reviews, etc.

Website (optional)

Social media handles, audio/video web links (optional)

Please specify platform (eg Instagram, Facebook, Youtube)

Submit your application

I confirm that I have completed a site visit.

- I have attended a walkthrough conducted by Creative Spaces
- I have visited the site independently

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 a valid COVIDSafe plan or that I am willing to obtain one *

- Yes

The Pavilion

Form Preview

I confirm that I am willing to provide proof of Public Liability Insurance coverage of \$20 million *

Yes