

TROCADERO Art Space – Proposal Guidelines 2009

Who can apply?

Trocadero Art Space recognises and supports the diverse practices of Contemporary Visual Artists. Applications are invited from emerging and established artists and curators working professionally in any visual arts medium. Proposals for individual, group and curated exhibitions are welcome, as well as performances, launches and forums.

Trocadero Art Space selects proposals for its exhibition calendar with a view to present an exciting and diverse program of high-quality events by established and emerging artists across a range of media and critical approaches.

What to include in your proposal

Exhibition proposal cover sheet.

This page should include the exhibitor's name and contact details, the preferred exhibition space and the preferred timing of the exhibition. If a group show is being proposed, please nominate one exhibitor as a contact person together with a list of all other applicants. All cover sheets should also include a brief summary of the proposal (no more than 2 to 3 sentences).

A typed description of the proposed exhibition. (No more than one A4 page).

This should be a clear and concise description of the work you wish to exhibit and the ideas that inform this. It should be kept brief as possible, use clear subheadings where appropriate, and describe if the work is suited to a particular exhibition space.

Proposals for group shows or collaborations should clearly demonstrate the rationale linking the exhibitors.

If there is a conceptual or visual gap between your proposal and support material, please describe how this new body of work will be realised and how it relates to your past work.

Curriculum Vitae for each of the exhibitors. (No more than one A4 page per exhibitor).

Visual Support Material

A maximum of 8 images should be submitted for a solo show and 16 for a group show. These may be submitted as slides or digital images however CDs and DVDs are the preferred format for visual material.

All slides must be marked clearly with the artist's name, and the title, date, dimensions and medium of the work. These details should also be listed in a one-page description of the support material.

Digital images should be provided in jpeg format on CD.

Audiovisual material should be provided on DVD or CD where possible however VHS may also be provided where necessary. A/V material should not exceed 6 minutes in duration.

A select amount of additional support material such as past publications, invitations and exhibition reviews may also be provided.

Description of support material.

This page should include a list that corresponds with the visual material provided outlining the artist's name, and the title, date, dimensions and medium of the work.

Please remember to indicate whether the images provided are those intended for exhibition.

Trocadero Art Space retains all successful and unsuccessful written material from applications for their archives. **DO NOT SEND ORIGINALS.**

Please remember to include a sufficient sized postage paid envelope for the return of any original slides. No other support material will be returned.

How to apply

Postal applications are the preferred method of delivery.

Emailed or faxed applications will not be accepted, however applications may also be submitted to the gallery in person.

Applications should be typed with the name of the exhibitor included on all pages of the proposal.

Information for successful applicants

Successful applicant will be sent additional information outlining what happens next. Each successful applicant will be required to sign an exhibitor's agreement and pay a 50% deposit upon exhibition acceptance. The balance will be payable two weeks prior to the commencement of the exhibition.

Trocadero Art Space can provide limited staffing for each exhibition. Exhibiting artists are obliged to sit at least 70% of the staffing for their own exhibition.

No commission is taken on the sale of work.

Exhibitors are responsible for the insurance of their own work and equipment if required.

What are the costs?

Gallery 1: \$270 per week (\$810 per 3 week show)

Gallery 2: \$160 per week (\$480 per 3 week show)

(in addition to this rental, a bond of \$80 applies to each gallery, refundable to the exhibitor at the conclusion of their exhibition subject to the adequate repair and restoration of the gallery to its condition prior to the exhibition)

Trocadero Art Space will normally provide exhibitors with a quantity of invitations in the gallery format, line listing in the Art Almanac, distribution of invitations via the gallery's email list, limited staffing of the exhibition, bar service including alcohol at the exhibition opening (drinks for sale, food is not included - held every third Saturday between 4 and 6) and standard materials (eg. nails and a limited amount of white paint) for the hanging and dismantling of exhibitions. Any variation to this is at the sole discretion of Trocadero Art Space and any additional requirements, equipment or materials must be negotiated well in advance. Applicants wishing to be fully insured against fire, flood, theft, loss or damage must organise this independently and do so at their own expense.

Street Billboard@Trocadero

Proposals for the Street Billboard need to include:

An artist CV.

A low-res image of the intended artwork.

A short 100 word blurb about the intended work.

As with all other exhibitions at Trocadero Art Space the successful applicant will need to bear the cost of the production and printing of their artwork as well as organise its fabrication. Trocadero will organise installation and de-installation of the Billboard Artwork. Trocadero Art Space can recommend a printer for this process. Your choice of printer will dictate the image resolution and file format. We also recommend that you double check these specifications with the printer as we can not be responsible for any mistakes in the preparation or fabrication of the work. It can be preferred that the artwork is supplied as two files (divided vertically down the middle with a 10mm overlap).

A Street Billboard Show costs \$600 for the full 3 month period. No BOND is applied to this rental.

Billboard size: 2.6metres wide by 1.7metres tall.

Billboard Applicants can email their proposal to: trocadero@myartsmail.com

Deadlines

Submission dates for proposals:

Gallery 1 & 2 Exhibition Proposals:

Deadline for proposals for 2010 Jan - Dec:

August 31st 2009

Available Spots for Street Billboard@Trocadero in 2009:

October - December 2009

January - March 2010

April - June 2010

July - September 2010

October - December 2010

Send proposals to:

Trocadero Art Space

PO Box 2341

Footscray VIC 3011

Or drop it into the gallery during gallery hours (Wed-Sat, 11-5). Trocadero Art Space is located at Level 1, 119 Hopkins Street, Footscray.

For further information contact Trocadero Art Space at trocadero@myartsmail.com