



lot19 GALLERY EXHIBITION INFORMATION

ABOUT lot19

lot19 Arts is an evolving creative space and events venue located in Central Victoria, founded to celebrate life. Artists' retreat, development space and presentation venue. A unique regional arts destination. A social-change project that is humbled by its on-going significant partnerships and courageous audiences. lot19 continues to consolidate its place as a leading centre for artistic excellence.

The three acre property consists of 21 artists' studios, two outdoor stages, a contemporary art gallery, an outdoors sculpture park, [Castlemaine Press](#) (open access print-makers facility and exhibition space), [Castlemaine Clay](#) (open access ceramics facility), a literary venue, gallery and bar in the newly settled W-Class Tram.

ABOUT THE GALLERY

lot19 has a long history of exhibiting local and visiting artists and hosting significant arts events. The gallery has wonderful natural light thanks to its cathedral style high ceiling and glass topped walls. With one large exhibition space and one adjoining smaller room, this venue offers great flexibility for expansive solo shows or sizable group shows.

lot19 places a high value on exhibitions that originate from the North Central region of Victoria and environs, as well as those from further afield and overseas, that offer something new and stimulating to our audiences. We encourage exhibition applications from emerging, mid-career and established artists across all disciplines and visual art forms, as well as Curatorial Proposals. Both gallery spaces accommodate workshops, education programs and talks throughout the year.

Exhibitions can take place in both the Main Gallery and the Gallery Annex, or in separate spaces (although the main Gallery space must be used). We schedule exhibitions to open the second weekend of the month, and are generally open weekends, with an option to include Friday.

Outside of the gallery is a great entertainment area, bar and kitchen for your guests enjoyment plus the addition of a deck that can be used as a stage for artists talks, presentations or even some post-speeches music, all in a quintessentially Australian bush setting. Artists of all forms of arts practice are welcome to apply.

We have also recently started holding exhibitions for emerging artists in our W-Class Tram.

Throughout the year the venue plays host to a myriad of community and music events. The Gallery can remain open over these times, subject to agreement. Each October we host the lot19 Spring Sculpture Prize, and alternate years we participate in Arts Open (even years) and the Castlemaine State Festival Open Studios (odd years) in March.

Gallery Coordinator: Eliza-Jane Gilchrist - gallery@lot19.au



THE GALLERY & EXHIBITION RUN

Lot19 attracts approximately 12,000 visitors per year. The gallery is open with free entry Friday, Saturday and Sunday 11am - 4pm (extended hours by discussion). Gallery is not available to hire in March, when we have an invited exhibition.

We schedule our Exhibition Opening events for the second Saturday of the month, usually from 2pm - 4pm. We encourage our exhibiting artists to get creative with their openings, and they are welcome to serve drinks and snacks. Should you wish to extend the opening into a larger event, we have a bar & kitchen space available for hire, and can host live music. Please discuss with our Gallery Coordinator if you'd like to explore these options.

The exhibitions will be open for 3 weekends, with 3 days to install and 2 to bump out, make-good, clean up and return the key. There is occasionally an option to extend to four weekends, depending on how the calendar falls that particular month. Please discuss this upon booking.

We encourage our exhibiting artists to hold artist talks, and can assist with promoting these also.

GALLERY DIMENSIONS & FLOOR PLAN

We have two exhibition spaces that are programmed concurrently throughout the year:

Main Gallery (1) has approx. 36 linear metres of hanging space with a hanging height of 4m - 6m. The walls in the main gallery are painted white.

Gallery Annex (2) has approx. 15 linear metres of hanging space with a hanging height of 2.5m. The Annex walls are painted a dark charcoal.

NB. We recently built mobile walls for the gallery to allow flexibility in the way space is set up.

Door 1 is 2.15m wide x 3.9m high and Door 2 is 92cm wide x 2.67m high.

The galleries have natural and powered lighting (nothing may be attached to the lighting rig).

GALLERY HIRE FEES

- **Main Gallery + Annex \$600**
- **W-Class Tram: POA**
- **50% deposit** is required upon acceptance of the signing of the exhibition Letter of Agreement, no later than 60 days before Opening Date.

HIRING AND EXHIBITION PERIOD

The Exhibition is to be ready for display from 11.00am on the second Saturday of the month (the - Opening Date) until 4.00pm on the Sunday of the agreed Exhibition Period.

The Hiring Period and access to the Gallery is from 9.00am on the Wednesday preceding the Opening to 5.00pm on the Tuesday after the last Sunday of the Exhibition Period - by which time ALL artwork, materials, equipment and rubbish must have been removed from the premises, the walls and Gallery facilities made good, the Gallery made clean and in the state in which it was before your exhibition, and the Gallery key returned to a lot19 representative.

No commission is charged from the sale of works (except by arrangement for select group exhibitions hosted by lot19).

On occasions, lot19 plays host to ticketed events, and gallery access may be limited. Exhibiting artists will be made aware of this in advance.

Please Note: Gallery is not available to hire in March, when we have an invited exhibition.

GALLERY EXHIBITION TERMS & CONDITIONS

PAYMENT OF FEES

Payment of the deposit is due no later than 60 days before the agreed Opening Date, with the balance due 30 days before Opening. If the Artist fails to pay the Hire Fees by the due date or cancels the Exhibition, less than 30 days before the agreed Opening Date, the exhibition will be deemed cancelled and the deposit retained.

Lot19 promotes diversity and inclusion and may be able to provide support in special circumstances by endeavouring to offer a reduced hire fee or assistance with other aspects of the exhibition development.

Lot19 WILL PROVIDE:

- The Exhibition space and a Gallery key.
- Some assistance with exhibition curatorial advice and installation.
- Online Exhibition promotion on the lot19 website and social media channels.
- Inclusion in regular newsletters to lot19 subscribers and local press (subject to the supply of the information set out under the heading 'Exhibition Material' below)
- Running expenses such as electricity.
- Public Liability Insurance.

THE ARTIST(S) ARE RESPONSIBLE FOR:

- Exhibition invigilation (exhibiting staff) during the whole of all Gallery opening times.
- Exhibition material (see below) including any additional hanging devices, floor sheet and labelling, artwork and any necessary equipment e.g. audio visual (lot19 has some plinths).
- Providing lot19 with promotional images, information for press releases and other information.
- Providing lot19 with details of any funding or sponsorship bodies associated with the exhibition.
- Insurance of your artwork (optional) and any other specialist insurance, if required.
- Keeping the Gallery & immediate surrounds clean, especially after the Exhibition Opening.

APPLICATION & SELECTION PROCESS

There is an annual call out for submissions in November, however we also take submissions throughout the year. To apply email your proposed title, exhibition description, artist bio/CV and 3-5 images to gallery@lot19.au

All exhibition applications are assessed by the lot19 team, who finalise the annual schedule of exhibitions and public programs.

Applicants will receive confirmation their application has been received within 14 days of receipt. Proposals will be assessed on a number of criteria including:

- Exhibition content and rationale.
- Any proposed public/education programs or audience development activities.
- Gallery availability at the specified time.

LETTER OF AGREEMENT

Successful applicants will receive a formal Letter of Agreement offering them an exhibition during the forthcoming year. This must be signed and returned by the date specified in the letter to confirm acceptance of the offer. Invoices for the gallery hire will be emailed to the hirer.

Exhibitors will be invited to attend a meeting with lot19 staff to confirm the exhibition details (key dates, exhibition installation, marketing and promotion, Exhibition Opening etc).

EXHIBITION INSTALLATION

Delivery and collection of the work is the responsibility of the artist/s and an appropriate time should be negotiated with lot19 staff. lot19 is unable to provide long-term storage facilities.

Up to 3 days are allowed for installation in the week leading up to the opening of the exhibition - lot19 staff will be available to provide some assistance by prior arrangement. lot19 provides basic installation requirements including lighting and a variety of display plinths. Gallery tools and equipment are available for installation. Any extraordinary installation requirements should be arranged with lot19 prior to installation, with any additional costs of display to be covered by the Artist.

Exhibitions must be set up in a professional manner and lot19 staff will provide final approval on the exhibition content and layout.

The Hiring Period and access to the Gallery ends at 5.00pm on the Tuesday after the last Sunday of the Exhibition Period - by which time ALL artwork, materials, equipment and rubbish must have been removed from the premises, the walls and Gallery facilities made good, the Gallery made clean and in the state in which it was before your exhibition, and the Gallery key returned to a lot19 staff member.

lot19 does not have the space or capability to store artwork and other materials. Anything not removed within the time allowed may be permanently disposed of by lot19 at the cost of the Artist.

MARKETING & PUBLICITY

Artists are expected to promote their exhibition through their own social media networks, and be available to take any other appropriate promotional opportunities presented to them by lot19. lot19 will provide two hours/basic marketing support as part of gallery hire. We will promote exhibitions through the usual lot19 channels (website, social media and newsletter) and will share online listings and editorial with a range of print, radio and web-based media outlets.

Exhibitor/s are to supply an artist/s or exhibition statement, artist CV and appropriate images, as per the list below. Examples of previous promotional flyers/posters/social media listings can be provided upon request.

lot19 requests you provide us with:

- At least three key images of artworks (suitable for sharing digitally) and/or
- Exhibition flyer for sharing digitally (printing is the responsibility of the artist/s)
- Short paragraph about the exhibition (up to 100 words) / Artist Statement (up to 200 words)
- Artist Bio (abbreviated, up to 200 words)
- Website address and social media handles

Lot19 also encourages artists to contact local media (newspapers/radio) themselves in support of their exhibitions. We are happy to make introductions.

Fionna Allan is our Admin & Marketing person, and once your exhibition is confirmed she will be in touch with specific requirements and additional information.

EXHIBITION MATERIAL

All material associated with the exhibition must feature a lot19 logo and need to be proofed by lot19 staff prior to printing or publishing:

- **Exhibition Invitation** - lot19 will send an e-invitation out to all its Members, Subscribers, VIP's and Press on behalf of the artist(s), as part of the regular lot19 newsletter.
- **Artwork labelling** - the Artist(s) should create relevant artwork labelling and floor sheet, for visitors reference.
- **Exhibition Catalogue** - a formal exhibition catalogue is not required but may be developed at the discretion of the artist/s. Costs are the responsibility of the artist.

THE OPENING OF THE EXHIBITION

Openings are usually scheduled for the first Saturday afternoon of the exhibition period, between 2pm - 4pm. The Artist is free to provide refreshments and snacks to their guests at no charge (subject to Liquor Licensing laws). Opening of the Exhibition speakers and any entertainment will be organised between the artist/s and lot19. We encourage artists to get creative with their openings and are happy to discuss options.

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