

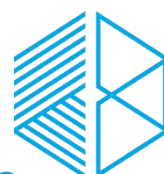


# EXHIBIT AT THE GEELONG LIBRARY & HERITAGE CENTRE

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## Exhibition Handbook

GEELONG  
REGIONAL  
LIBRARIES



# INTRODUCTION: EXHIBITING AT THE GEELONG LIBRARY & HERITAGE CENTRE

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The iconic Geelong Library & Heritage Centre (GL&HC) is located on Wadawurrung Country, in the heart of Geelong's cultural precinct, adjacent to the beautiful Johnstone Park.

It is the flagship library of Geelong Regional Libraries' network and also houses the Geelong Heritage Centre archive repository and Reading Room.

The GL&HC provides exhibition spaces to promote artworks of local relevance, providing our community with responsive, vibrant and challenging cultural experiences.

We seek to develop audiences and communities through the delivery of exhibitions that showcase or interpret our collections, act as a platform for creative community dialogue and encourage curiosity, debate and discussion.

Artists and makers, community artists and artist collectives are invited to apply to exhibit their work at the GL&HC. We support a broad range of visual art practices and exhibition types including painting, sculpture, printmaking, ceramics, photography, textiles and installations.

## Please direct all enquiries to:

Manager, Geelong Library & Heritage Centre

Geelong Regional Library Corporation

A 51 Little Malop Street, Geelong VIC 3220

T (03) 4201 0500

E [info@grlc.vic.gov.au](mailto:info@grlc.vic.gov.au)

W [www.grlc.vic.gov.au](http://www.grlc.vic.gov.au)

## Geelong Library & Heritage Centre opening hours:

Monday to Friday: 9am – 8pm

Saturday & Sunday: 10am – 5pm

\* Note that Geelong Heritage Centre has different opening hours

# EXHIBITION SPACES

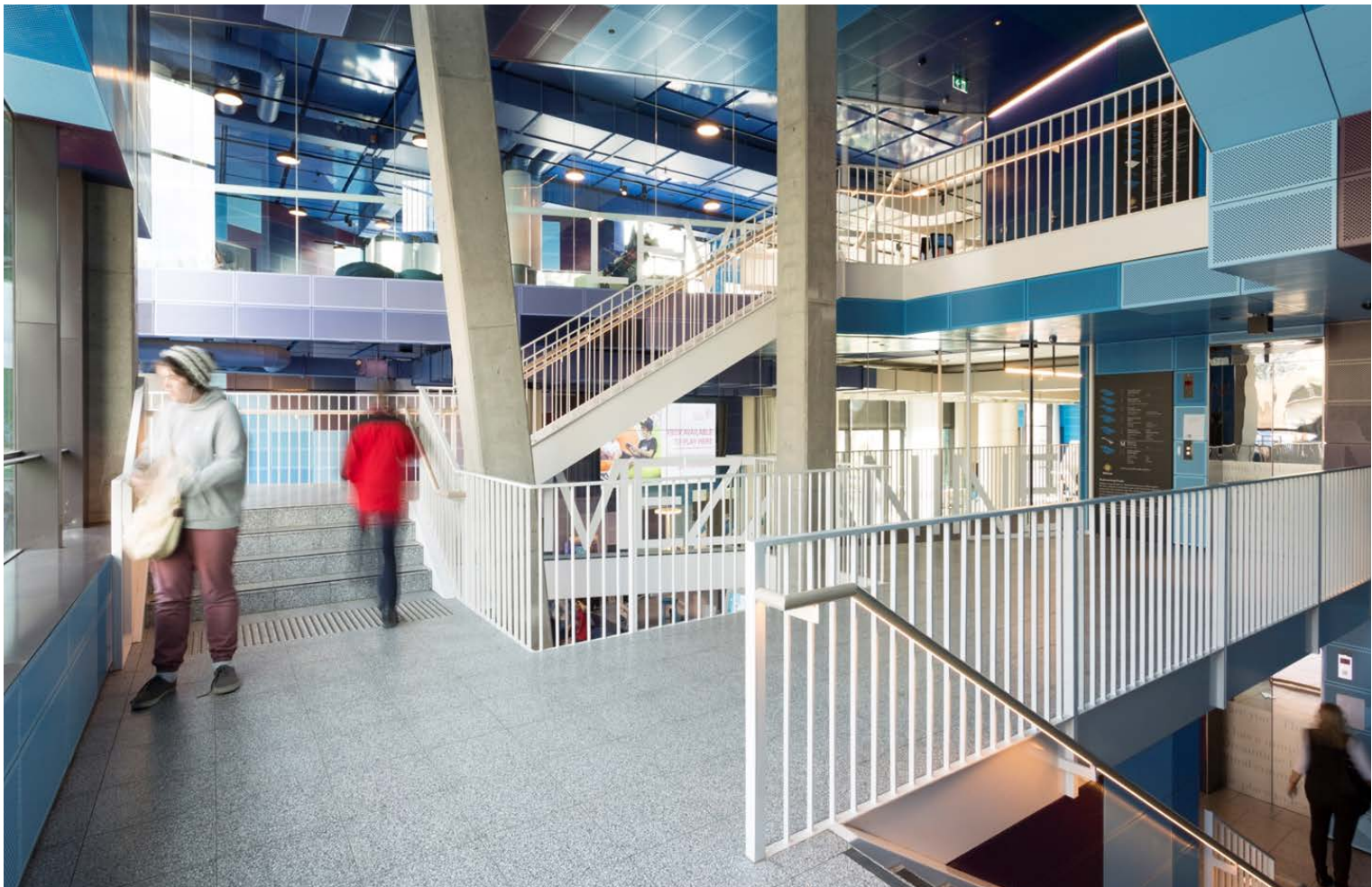
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The GL&HC provides exhibition spaces in a number of areas of the building, including:

- Ground Floor
- Level 1
- Level 2
- Level 5
- Display cases
- Stairwell landing between Levels 1 and 2 (note: not wheelchair accessible)
- Stairwell walls (note: not wheelchair accessible)

Please contact us for information about exhibiting on Levels 1, 2 or 5.

\*Please note that we are not a gallery space; artwork is displayed in public areas and exhibitions should not interfere with the daily operation of the library.



# GROUND FLOOR EXHIBITION SPACE

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The ground floor of the GL&HC is a bright, open space with lots of natural light. Featuring direct access from the main entrance to the building on Little Malop Street and entrances onto Johnstone Park and Public Café, this space sees plenty of passing foot traffic and gives artists of all kinds opportunities to professionally exhibit their work in a highly visible space.

## Exhibition space details

Exhibition duration: 2–6 weeks (longer can be negotiated)

Crowd capacity: 350

Floor space: Approximately 4.5m wide x 4m long

Configuration: Flexible, with a number of exhibition and display props available for use [see pages 7 & 8].

Exhibition walls: Portable and temporary exhibition walls can be configured in a variety of ways and include a gallery-grade hanging system with wires and adjustable hooks. Running metres are between 7.2m [17.8m<sup>2</sup>] and 23.2m [55.68m<sup>2</sup>] [see p5].

Ceiling anchor points load: 12 x ceiling anchor points and eye bolts can accommodate loads of up to 75kg each.

Loading dock: 15kPa

Ground floor: 4kPa

Lighting: No separate system available.

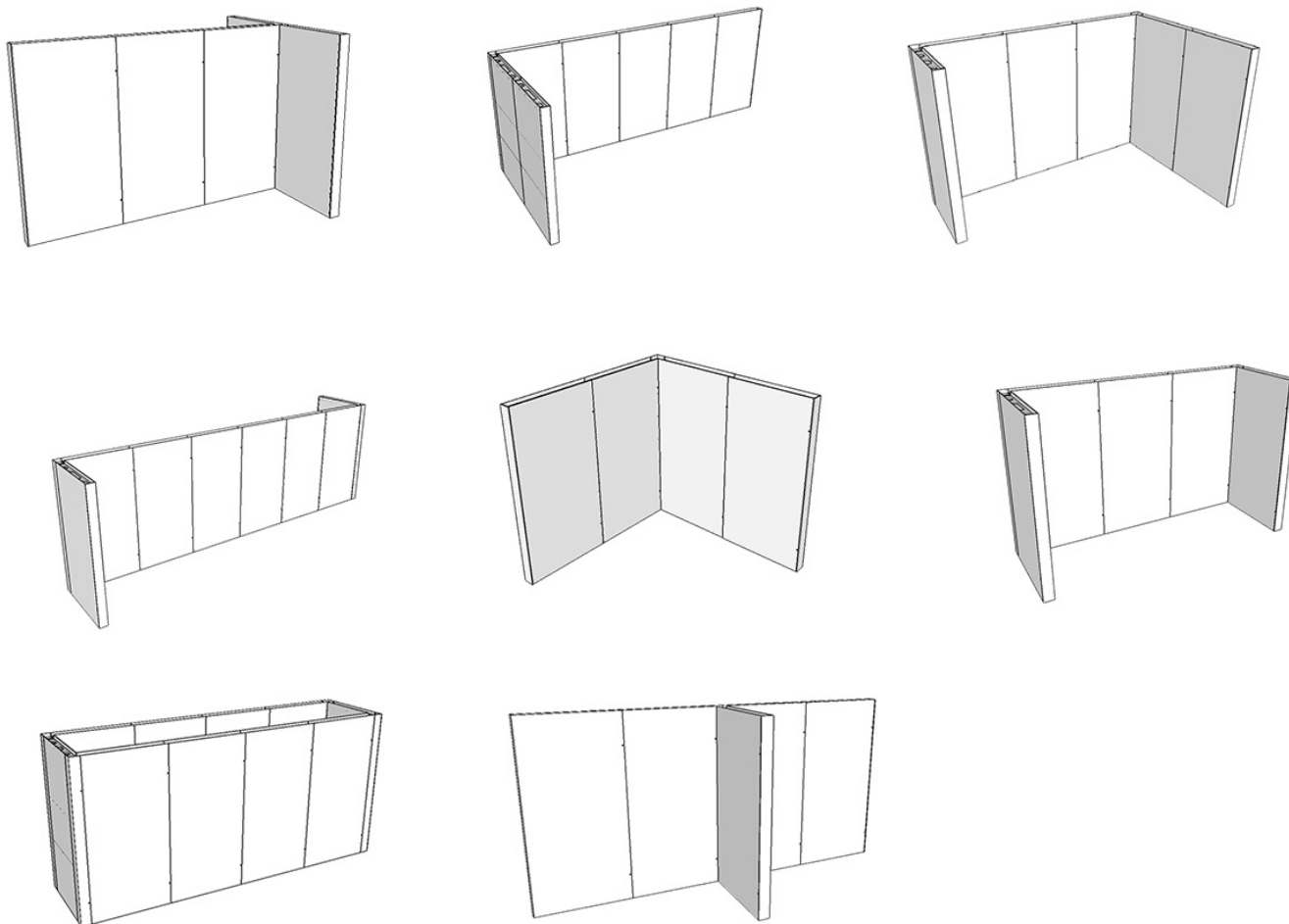


## Exhibition wall configurations

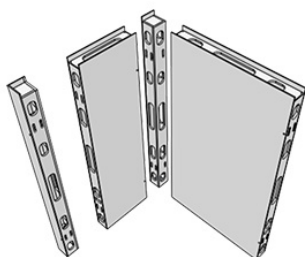
Portable walls can be set-up according to a number of configurations, within limitations of existing library infrastructure.

Please note that at least 1metre needs to be left between rows of walls to allow accessibility for wheelchair users.

Some examples of possible configurations are shown below.



Detail of corner configuration is show below.















## Floor plan

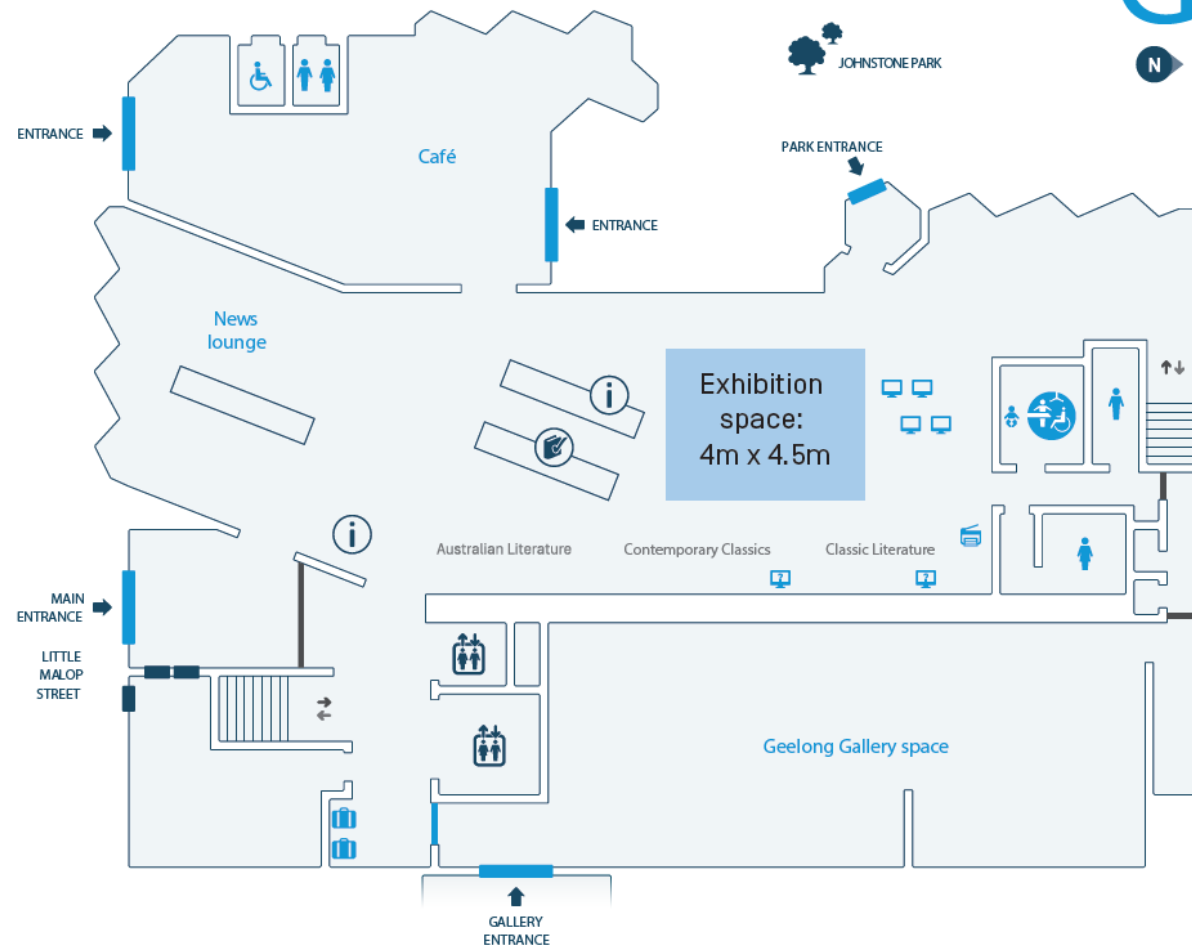
Ground Floor, Geelong Library & Heritage Centre, showing exhibition space.

### GROUND / GATHERING PLACE

Ki-kirr i-ngitj  
We talk together

- / Main entrance
- / News lounge
- / Technology
- / Exhibitions
- / Café

-  Wheelchair access
-  Toilets
-  Parent rooms
-  Changing rooms
-  Lifts
-  Stairs
-  Baggage lockers
-  Catalogues
-  Computers
-  Printer/Copier
-  Self Checkout
-  Information/Service desk



# EQUIPMENT AND DISPLAY PROPS

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A number of display props and equipment are available for use.

## Display plinths



1 x white acrylic plinth  
800mm long x 500mm wide x 700mm high + clear showcase 600mm



1 x white acrylic plinth  
500mm square x 700mm high + clear showcase 600mm



1 x white acrylic plinth  
400mm square x 500mm high + clear showcase 800mm



1 x white acrylic plinth  
400mm square x 800mm high + clear showcase 500mm

## Display case



1 x display case  
Silver with 4 x internal shelves  
Internal lighting  
Lockable  
On wheels

## Portable exhibition walls



8 x 2400 mm h x 1200mm w  
2 x 2400mm h x 1000mm w

Walls can be configured depending on requirement.

\*Please note – walls are white and pinning/tacking is not allowed.



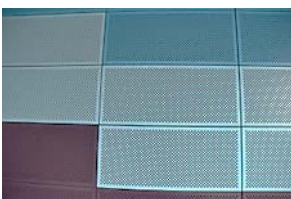
### Hanging System

Gallery tracking system including stainless cable hangers attached to tracks at top of each wall (see left).

Your work must incorporate a method of attaching the pictures/pieces to these hooks.



## Stairwell wall displays



2D work can be hung in the stairwells - the weight of individual pieces must not exceed 6kg.  
A system of lug bolts secures artwork to the wall.



# ELIGIBILITY AND APPLICATION PROCESS

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## Eligibility criteria

GL&HC accepts applications from artists at all stages of their career, including community groups.

You do not need to live in the City of Greater Geelong to apply.

GL&HC encourages exhibitions and displays which:

1. Are of artistic merit and quality
2. Enhance access and connect audiences with the Geelong Regional Library Corporation's Collections and the region's history
3. Engage the community in public conversation on contemporary issues of importance to them
4. Promote the library as a place of innovative thinking and robust discussion
5. Trial emerging models of audience and community engagement
6. Are considerate of the broad range of visitors to the GL&HC.

**When applying, please consider:**

- Representation or acknowledgement of Aboriginal & Torres Strait Islander or CALD (Culturally and Linguistically Diverse) people
- The inclusivity and accessibility of your exhibition, including for people with disabilities
- Potential of proposed exhibition to engage with the community and support the development of a vibrant, artistic community within the Geelong region
- Your enthusiasm for and prior engagement with the visual arts.

## Hire Fee and costs

**There is no fee to hire exhibition space at the GL&HC and the Geelong Regional Library Corporation does not charge commission on sold artwork.**

Artists are responsible for all costs associated with exhibition hanging and for any launch expenses relating to catering/refreshments. Please note there are catering restrictions at the GL&HC – please speak to a member of the Venue Hire team on [03] 4201 0517 (Monday to Friday during business hours) for more information.

Please note, the GL&HC will not administer artwork sales or facilitate payment on behalf of the artist.

## Application process

Applications can be made via our website at [www.grlc.vic.gov.au/glhc/exhibition-application-form](http://www.grlc.vic.gov.au/glhc/exhibition-application-form)

On acceptance, you will be required to submit supporting material including high resolution images and a single A4 page Curriculum Vitae.

**Please direct any enquiries to:**

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Geelong Regional Library Corporation  
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T (03) 4201 0500  
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W [www.grlc.vic.gov.au](http://www.grlc.vic.gov.au)

*Thank you for considering the Geelong Library & Heritage Centre for your exhibition.*

*We look forward to receiving your application!*