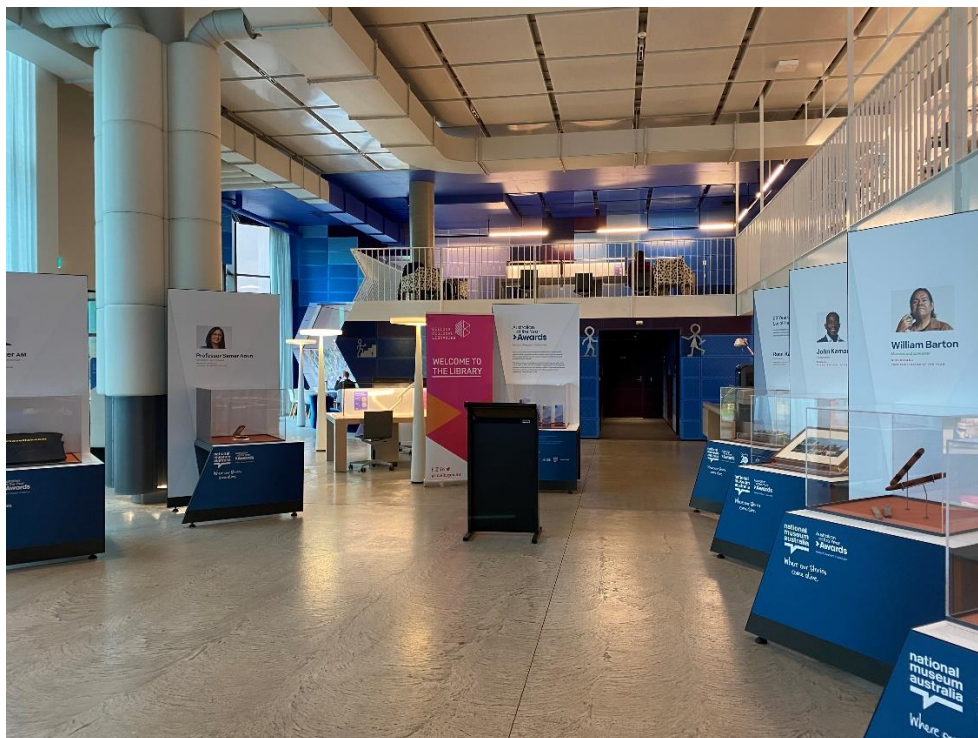


EXHIBITIONS PROGRAM



Australian of the Year Exhibition on show at Geelong Library & Heritage Centre, July 2023

EXPRESSION OF INTEREST

Geelong Regional Library Corporation (GRLC) provides public exhibition spaces to promote artworks of local, regional and national 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 which encourage curiosity, debate and discussion.

A range of exhibition facilities are available for organisations, groups and individuals to display and share objects and information. We support a broad range of visual art practices and exhibition types including painting, printmaking, photography, textiles and other installations.

We seek exhibition applications year-round and assess on an ongoing basis. Please note, we receive a large number of proposals each year. If your exhibition cannot be scheduled into our current program, we will add it to our waiting list for possible future programs.

FEES AND EXPENSES

If your exhibition is scheduled to be presented as part of Geelong Regional Libraries' Exhibitions Program there is usually no fee to hire the space. Depending on the requirements of your exhibition, a contribution towards staffing costs may be required.

Exhibition presenters are responsible for all costs associated with their exhibition and for any launch event expenses including catering/refreshments. There is a preferential onsite catering agreement at the Geelong Library & Heritage Centre with [Lady & The Fox Caterers](#).

Please note, the GRLC will not administer sales or facilitate payment for artworks on behalf of the exhibition presenter.

INSTALLATION AND DE-INSTALLATION

All installation and de-installation is the responsibility of the artists/exhibitors to a timeline and professional standard as agreed with GRLC.

MARKETING AND PROMOTION

If your exhibition is shown as part of Geelong Regional Libraries' program, we may provide the following marketing and promotions:

- Listing in the *What's On at the Library* brochure (5,000 copies distributed via library branches and mobile libraries)
- Listing in our online events calendar Communico, on our website www.grlc.vic.gov.au
- Posters and digital signage displayed in libraries
- Inclusion in our monthly e-newsletter (circulation approx. 16,500)
- Social media posts
- Advertising in local press
- Local media opportunities

Our Social Media Links are:

Facebook @geelongregionallibraries

Twitter @geelonglibrary

Insta @geelonglibraries

EXHIBITION SPACES – WHAT’S ON OFFER?

GEELONG LIBRARY & HERITAGE CENTRE – 51 LITTLE MALOP STREET, GEELONG

1. Ground Floor Exhibition Wall

Wall space fitted with a grid mesh panel system, approximately 9.2m long and 1.54m high in two sections – one 6.8m long and the other 2.4m long. A small display bench in between the two sections can be used to display your promotional materials.



2. Easels on Ground Floor

There are also limited options for displaying small exhibitions on easels in the Reading Nook, Ground Floor (a total of 9 easels available)



To discuss your requirements, please contact Geelong Library Coordinators on (03) 4201 0640 or 4201 0639 or email geelonglc@grlc.vic.gov.au

COLAC LIBRARY

1. Wall Display Space

Left hand wall of Library has one continuous wall space with tracking to hang artwork, and spotlight lighting (approximately 20m long)



2. Glass Casements

There are a limited number of glass casements available at Colac Library for displaying small exhibitions.



To discuss your requirements, please contact Colac Library Coordinator Natalie Bignell on tel (03) 5231 4613 or email natalie.bignell@grlc.vic.gov.au

BORONGGOOK DRYSDALE LIBRARY

1. Ground Floor Wall Display Space

Wall space to be fitted with a grid mesh panel system, approximately 5.5m long and 1.5m high (please note, this area is currently still under development).



To discuss your requirements, please contact Boronggook Library Coordinator Ann-Maree Hannon on tel (03) 4201 0656 or email ann-maree.hannon@grlc.vic.gov.au

OTHER LIBRARY DISPLAY OPPORTUNITIES

There are limited display and exhibition opportunities available throughout our network of 19 libraries across City of Greater Geelong, Surf Coast Shire, Colac Otway Shire, Golden Plains Shire and Borough of Queenscliffe.



Please contact events@grlc.vic.gov.au to discuss other exhibitions/displays or if you have any other questions regarding suitable locations.

PLANNING YOUR EXHIBITION

Bookings are essential. To make a booking you must complete and submit this exhibition application form. Applications will be considered in the order in which they are received, and must be made with plenty of advance notice.

At least six months ahead:

- ☐ Please liaise with the relevant Library Coordinator to make a time to visit the library, look at the exhibition space, and discuss your plans.

At least two months ahead:

- ☐ Provide a promotional blurb and image for your exhibition at least two months before the installation date, to meet our marketing and promotions deadlines.
- ☐ Please ensure you have provided us with your public liability insurance to cover any potential damage to the artworks, and any health and safety issues that may arise in the install or deinstall of your works.
- ☐ Confirm any launch event requirements.

At least one month ahead:

- ☐ Provide a sketch/mock-up of your exhibition layout at least four weeks before the installation date.
- ☐ Provide photographs of your artworks (or indicative artworks) to be included in your exhibition at least four weeks before the installation date.
- ☐ Confirm your installation plans with our Library Coordinator.

EXHIBITION APPLICATION FORM

CONTACT INFORMATION

Name: _____

Address: _____

Phone: _____ Email: _____

Company or Organisation Name (if applicable): _____

Website: _____

Company ABN (if applicable): _____

EXHIBITION DETAILS

Proposed Exhibition Title: _____

Exhibition Description (50-100 words please):

Promotional Image Attached: Yes / No

Preferred Exhibition Dates: _____

Preferred Library to host Exhibition:

STRATEGIC OBJECTIVES

Please indicate how your exhibition aligns with the GRLC's strategic objectives for exhibitions, as outlined in the introduction on this form: _____

AUDIENCE

Who do you think your exhibition will most appeal to? Please describe your intended audience _____

ABOUT THE ARTIST/GROUP

What other exhibitions have you held? (please attach any supporting material such as photographs or media clippings) _____

What professional training (if any) have you undertaken? _____

RISK ASSESSMENT

Please identify any possible risks and suggest strategies to minimise risks _____

Please provide a copy of your own public liability insurance to cover this exhibition. Attached – Yes / No

CROSS-PROMOTION

Please note that Geelong Regional Libraries will include details of your exhibition on our website and where practicable in other marketing materials that we produce, but we also expect our exhibition partners to actively market and promote their own exhibition.

What marketing activities will you be undertaking to promote the exhibition? _____

Please provide your social media links:

Website _____

Facebook _____

Twitter _____

Instagram _____

SUPPORT MATERIAL

Feel free to attach further documentation and/or images to support your application.

**Please send your completed Application form directly to the relevant Library Coordinator,
and we will respond as soon as possible.**

The more information you can provide, the better we can assess your application.

Incomplete application forms cannot be considered.