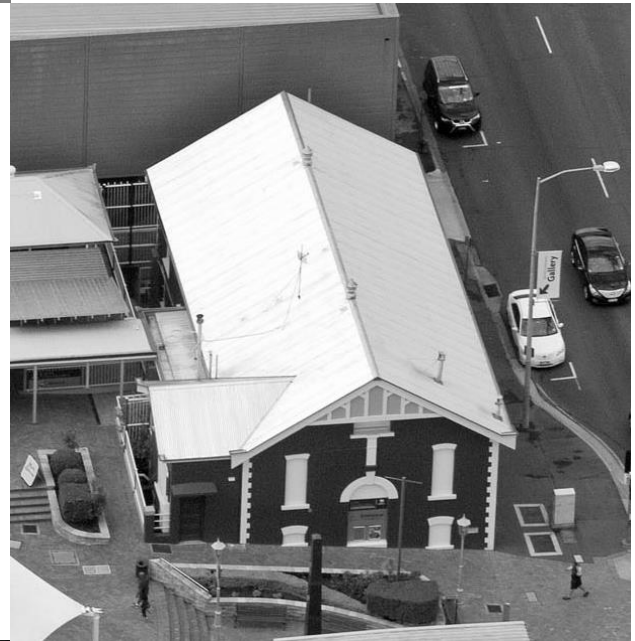




# Ipswich Community Gallery Application Form



d'Arcy Doyle Place  
Cnr Limestone & Nicholas Streets,  
Ipswich Central



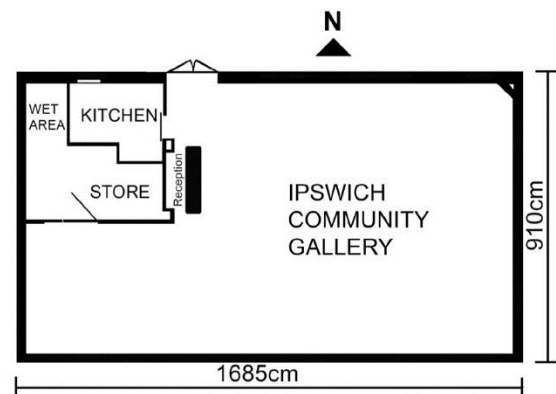
## Ipswich Community Gallery

The Ipswich Community Gallery is a Council-owned venue for use by local artists, arts groups, seniors, specialist groups, people with disabilities, school children, youth and other individuals or groups with exhibitions of interest to the Ipswich community. The primary aim of the Ipswich Community Gallery is to support arts and cultural activities in Ipswich. Activities may include exhibitions, displays and associated workshops or cultural events. Exhibition works may be offered for sale. Amateurs or professionals are welcome to apply for use of the Ipswich Community Gallery.

### Specifications and dimensions:

The Ipswich Community Gallery is equipped with a track hanging system, basic exhibition lighting and vinyl floor. The Gallery has a lockable storage area containing exhibition plinths, plastic stacking chairs and fold-out tables. In addition there is a kitchenette with fridge and tea/ coffee making facilities. A lectern is available for use at opening events.

Floor Space:	120 square metres
Floor Loading:	250kg per square metre
Hanging Wall Space:	40 running metres
Hanging Track Height:	2.5 metres
Ceiling:	Exposed beams approx 3 metres high with the exposed roof apex at approx 7m high
Entry Door:	2.4m high x 1.5m wide

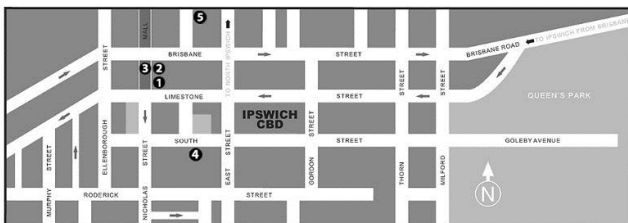


### Cost:

A hire fee is payable for use of the venue. Hire fees cannot be waived under any circumstances. The minimum booking period is one (1) week with a maximum booking period of four (4) weeks (including installation and demount time). The hire fee is \$110.00 (including GST) per week. The Ipswich Community Gallery does not take any commission from the sale of works. This cost is valid from 1 July 2016 – 30 June 2017 in accordance with Council's Fees and Charges 2016-2017.

### Location:

The Ipswich Community Gallery is located in d'Arcy Doyle Place, Corner Limestone & Nicholas Streets, Ipswich Central.



1. IPSWICH COMMUNITY GALLERY
2. Ipswich Art Gallery
3. d'Arcy Doyle Place
4. Ipswich City Council Customer Service Centre
5. Ipswich Rail Station

## Application Details

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This Booking Application should be read in conjunction with the attached Terms and Conditions of Use in relation to the Hire of the Ipswich Community Gallery.

Name of Artist/Group \_\_\_\_\_

Contact Name for Group (Exhibitor) \_\_\_\_\_

Address \_\_\_\_\_

Phone (Business Hours) \_\_\_\_\_

(Mobile) \_\_\_\_\_

Email \_\_\_\_\_

Have you attached an exhibition history of Artist/Group/CV? Yes  No

Type of work to be exhibited (Painting/Drawing/Sculpture/Photography/Other):  
\_\_\_\_\_

Brief description of exhibition/activity: \_\_\_\_\_  
\_\_\_\_\_

Will works be for sale? Yes  No

## Booking Dates

A booking is from Wednesday through to Tuesday. Please note that delivery, installation, demount and removal is counted as part of the booking period. Please provide a preference for dates below.

Booking from Wednesday: \_\_\_\_\_

To Tuesday \_\_\_\_\_

Daily opening hours \_\_\_\_\_

Are you planning to have an opening event? Yes  No

Date \_\_\_\_\_

Start time \_\_\_\_\_ Finish time \_\_\_\_\_

Do you have the appropriate insurance? Yes  No

*(See Terms and Conditions for further information regarding insurance)*

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Applications are considered as they are received. Acceptance of a booking is dependent on availability of the space, the gallery's ability to accommodate the exhibition/activity and community interest. Applicants will be notified of the outcome of their application within 1 month of receipt of the application.

## Please submit your booking application to:

Project Officer, Ipswich Art Gallery

IPSWICH CITY COUNCIL,

PO Box 191, Ipswich Qld 4305

**Phone:** 07 3810 7222

**Fax:** 07 3810 7030

**Email:** [info@ipswichartgallery.qld.gov.au](mailto:info@ipswichartgallery.qld.gov.au)

*Ipswich Art Gallery, Ipswich City Council is collecting your personal information so that we can assist you with your enquiry. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Personal Information Digest and this collection notice. For more on Council's Privacy Policy go to <http://ipswichartgallery.qld.gov.au/privacy-policy>.*

