



FOYER GALLERY COMMUNITY ARTS PROGRAM

Registration of Interest Form

- Prior to completing this document exhibitors must refer to the “**Guidelines and Information for Exhibitors**”. Additional copies are available at www.mitchamcouncil.sa.gov.au (click 'F' for Foyer Gallery).
- Please complete this form in **black pen and block letters**.
- Please attach an A4 photocopy of the artwork proposed for exhibition.
- **Do not staple or bind** your form, and any **attachments should be A4 size** to enable photocopying.
- For further information contact the Foyer Gallery Project Officer on 83728802.

SECTION A: DESCRIPTION OF GROUP OR INDIVIDUAL

1. Name of group or individual.....
.....Preferred Title.....

2. Address.....
.....Post Code.....

3. Name and address of contact person.....
.....Post Code.....

4. Contact details

Home.....Work.....Fax.....
Mobile.....Email address.....

5. Number of members currently involved in group

6. Please indicate individual or group type

Individual

Recreational Artist
Professional Artist
Student/Post-graduate
Other.....

Group

School/College
Art class
Art Association
Social group
Other.....

7. Is the group or individual a registered business:..... If yes, ABN #.....

8. Briefly Describe the goals of the individual or group (for promotional purposes).....
.....
.....
.....

9. Special needs (i.e. wheelchair access, etc.).....
.....

SECTION B – DETAILS OF ART FOR EXHIBITION

1. Names of individual Exhibitors in a group.....

.....
(please attach a separate sheet for large groups)

2. If applicable, what is the proposed name of the exhibition?.....

3. What medium/s are used?.....

4. Briefly describe the proposed exhibition (style or theme for promotional purposes)

.....
.....
.....

**5. Are you ready to exhibit now?
or are you currently developing the work?**

when would your proposed work be ready to exhibit? Month.....Year.....

If possible please provide information on individual pieces or work

6. Size of each art piece

(1) Title.....H.....cm L.....cm D.....cm W.....kg

(2) Title.....H.....cm L.....cm D.....cm W.....kg

(3) Title.....H.....cm L.....cm D.....cm W.....kg

(4) Title.....H.....cm L.....cm D.....cm W.....kg

(H=Height, L=Length, D=Depth, W=Weight). Please attach a separate sheet for addition artworks.

7. Are artworks on/in frames Yes No

8. Will you be advertising this exhibition other than with resources provided by Council Yes No If yes, please describe:.....

.....

9. Is the artwork/s insured Yes No If yes, type and name of company.....

Policy No.....

Expiry Date...../...../.....(please attach copy of current policy)

10. Do you wish the items to be sold Yes • No •

If yes, please indicate price for each piece (prices must include GST)

(1) Title:.....\$.....

(2) Title:.....\$.....

(3) Title:.....\$.....

(4) Title:.....\$.....

Please attached a separate sheet for addition artworks.

SECTION C – FOYER GALLERY AGREEMENT

Name:

Address:

I am the owner of copyright in the work/s titled:.....
.....

OR

I have obtained full copyright licence from all copyright owners in the work/s titled:
.....

I have read the Foyer Gallery Community Arts Program, Guidelines and Information for Exhibitors and understand that all expressions of interest will be considered under the policies, procedures and criteria implemented for this program.

I grant permission for the City of Mitcham to display.....items of work/s, listed in the Registration of Interest and/or attachments, for the purposes of an exhibition in the Foyer Gallery area of the City of Mitcham Council Chambers, 131 Belair Road, Torrens Park, SA, 5062.

To the best of my knowledge, the work/s are not defamatory or offensive and there are no restrictions which prevent me from granting this permission.

I agree that the City of Mitcham may use a copy of the work/s for the purposes of promoting an exhibition and/or to keep an administrative record of work/s on a council file, but will not reproduce the work/s for any other purpose.

I understand that the City of Mitcham will take all reasonable care to ensure work/s are protected whilst on exhibition, but takes no responsibility for the loss, damage or theft of any work/s.

I understand that it is the responsibility of the exhibitor/s to cover all costs and procedures relating to insurance, transportation to/from the venue, suitable framework/s and packaging of all artwork.

I understand that the City of Mitcham has the right to refuse any artwork/s which are not suitable within the guidelines and procedures of the Foyer Gallery.

I understand that the City of Mitcham has the right to cancel any exhibition due to unforeseeable circumstances and will not be responsible for any costs incurred by the exhibitor/s.

Signed by: Date:/...../.....
Proposing Exhibitor or Exhibition Coordinator

Please submit this form to:

Foyer Gallery Project Officer, City of Mitcham, PO Box 21 Mitcham Shopping Centre,
TORRENS PARK SA 5062