

Melbourne Studio of Art

EXHIBITION STRUCTURE AND TERMS & CONDITIONS

Exhibition Structure

- Each artist exhibition runs for the duration of one month (subject to change).
- Installation occurs on a Thursday from 10.00am-3.00pm.
- Opening Nights are scheduled on Saturday evenings from 5.00pm-7.00pm.
- Exhibition will officially commence the Sunday after opening night.

Exhibition Fees

- Front Gallery Space - \$500 for full exhibition period
- All prices are GST inclusive.

Exhibition Organisation Agreements

Our studio currently offers the following for any upcoming exhibition.

- **Installation & Preparation**
 - Curatorial advice before and during your exhibition.
 - Wall mounted artist statement and printed artwork listing.
 - Limited installation equipment (ladders, wire hanging system, spirit level, tape measure)
 - Packaging of sold work to buyers
- **Promotion**
 - Database Advertising
 - Postering & Signage organises by Studio Manager with guidance from the artist.
 - Melbourne Studio of Art Gallery Newsletter Publication
 - Art Almanac Publication (on request of artists at additional cost)
 - Social Media Advertising
- **Opening Night**
 - Staffing
 - Cleaning
 - Limited kitchen facilities (fridge, sink, food preparation area)

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Terms & Conditions

The Melbourne Studio of Art Gallery takes 25% commission on all sold artworks.

Payment of gallery hire to be made to Melbourne Studio of Art upon exhibition preparation commencement.

All artwork sales must come through the gallery. Any enquiries received directly by the artists about work created for a Melbourne Studio of Art Gallery exhibition must be directed to the Gallery Manager, pre exhibition, during and post show (while we still have the artwork on site).

The Melbourne Studio of Art Gallery does not cover the cost of delivering artwork to and from the gallery. All artwork must remain at the gallery during the exhibition period, artists or buyers cannot collect artwork until after the exhibition has finished.

Artists must be present for installation and hang their own work with guidance from Studio Manager. Artists must use the gallery wire hanging system in place.

We make payments to artists for any artwork sold within 14 days post-exhibition. Artists are required to invoice with 25% commission deducted.

Artists must be agreeable with curation of the exhibition and present during the hanging of their work. A comprehensive price list with artist bio and exhibition description must be provided to the gallery prior to exhibition opening.

Artists organise catering and drinks for the opening. One gallery staff available on opening night only. Artists must leave the studio clean with all rubbish removed after opening.

Artists must agree to having ongoing scheduled children's art classes and adult demonstrations within the gallery space during the exhibition.

If the artists wish for the gallery space to be open for viewing on Fridays & Sundays, this will be arranged and scheduled prior to exhibition commencement.

Whilst the Melbourne Studio of Art Gallery takes utmost care in handling and hanging artworks, we are not liable for any damage to artwork or frames whilst in its possession.

The Melbourne Studio of Art Gallery only sells original artworks. We do not sell or endorse reproductions / digital prints of original paintings, drawings etc.