

Section A: Applicant Details

Name **Required**

Address **Required**

Suburb **Required**

Postcode **Required**

Contact Phone **Required**

Email **Required**

Socials



Other

Section B: Details for Proposed Artwork

Artists are invited to submit ONE major work for selection. Due to space limitations, please note that works larger than 1500cm (height) and 1500cm (width) will be not accepted.

Title of Work (Exactly as it will appear on your artwork label)

Required

Artwork Dimensions

Required

Width (mm):

3D Works: Length/Depth (mm):

Height (mm):

Weight (kg):

Is your artwork framed? (If yes, please provide dimensions)

Required

Yes

No

Medium (e.g. Oil on Canvas / Photograph / Pencil on Paper)

Required

Date (Year)

Required

Has the artwork proposed for exhibition been displayed in any venue previously? (Select 1 option)

Required

Yes

No

If your artwork has been exhibited previously, please indicate where and when it has been exhibited:

Artwork Statement (Limit of 150 words) Required

Artist Statement (Must be written in third person. Limit of 150

Required

Installation Information

Does the artwork require exhibition furniture for display? Required
(Limited stock available) (Select 1 option)

Plinth

Shelf

Floor riser

No - not applicable

Briefly outline how you wish the the artwork to be displayed. Please include as much detail as possible (i.e. if the work is hung from the ceiling or pinned to the wall). Required

Section C: Copyright

The Gallery requires copyright permission to use images for marketing purposes (e.g. promoting exhibitions and events on our website and social media). This copyright permission form was drafted within 'Arts Law Centre of Australia' guidelines. Glasshouse Regional Gallery acknowledges and respects all moral, Indigenous, cultural and intellectual property rights of the original artist and will always credit the artist and their work.

Copyright Permission

Artwork title, Year

I (Name) **Required**

Of the following address (street address, suburb, state, postcode) **Required**

as copyright owner/holder* hereby give permission for the Port Macquarie-Hastings Regional Gallery to reproduce, publish and communicate the image described above, without fee for the purpose of Gallery promotion and for education, research and study.

Signature (Sign below using your mouse or upload a signature from your computer) **Required**

Please type your full name here **Required**

Date **Required**

D D M M Y Y Y Y

*I hereby guarantee that I have the authority to sign permission for the above reproductions and that in the event that this authority is challenged, agree to indemnify Glasshouse Port Macquarie and Port Macquarie-Hastings Council for any damages that may be incurred. These agencies will not be liable to the copyright holder for any breach of the copyright in the works and any infringement of moral rights or third parties. This permission shall be read and construed according to the laws of the State of NSW and the parties submit to the jurisdiction of that state.

Section D: Declaration

Declaration by Applicant: I/We have read the guidelines and declare the information provided is correct and that the artworks depicted in the images supplied are the original work of the artist(s) named.

Signature (Sign below using your mouse or upload a signature from your computer)

required

Date **Required** (DD MM YYYY)

D D M M Y Y Y Y

Please type your full name here

Required

Additional Artwork Information (for example, if you are supplying a 'work in progress' or maquette image)

How to Submit

Once you have completed the form, you can submit on-line or in person:

Online [Click here](#) to upload your completed form* and artwork image**.

In-Person Bring your completed form and a USB containing your artwork image** (form can also be on USB if not printed) to Glasshouse Customer Service desk.

*This form must be downloaded and saved to your computer for you to be able to upload. How to download differs between browsers:

Chrome & Firefox: Click the 'Download' button in the top-right corner of the page.

Microsoft Edge: Click the 'Save' button in the top-right corner of the page, or use Ctrl+S.

Internet Explorer: Click the 'Save' button in the top-left corner of the page, or use Ctrl+S.

**Artwork image must be no larger than 3MB. If your submission is successful, this image may be used for marketing the exhibition.

End of form