



# BRAEMAR GALLERY EXHIBITION PROGRAM

 BRAEMAR  
HOUSE

## APPLICATION FORM

## Who can exhibit?

To exhibit at Braemar House & Gallery, potential exhibitors may be artists having a solo exhibition; those wishing to share the space with other artists, group exhibitions; and community group exhibitions. For shared space, group and community group exhibitions, please appoint one coordinator who will represent the group and liaise with the Braemar Gallery Committee.

## How is selection made?

In order to provide a fair and transparent process, your request will be assessed by the full Braemar Gallery Committee using the approved evaluation criteria listed in the 'Braemar Gallery Guidelines'. The Committee reserves the right to accept or refuse exhibition submissions at its discretion. If accepted, you will be notified of possible dates, and receive further documents to be completed and returned.

## What costs are involved?

As of 10 November 2015 The Blue Mountains City Council has made Braemar Gallery available free of charge to exhibiting artists. Braemar Gallery will provide limited install materials – subject to negotiation and confirmation in writing by the Exhibitions Coordinator. Generally this includes hanging wires, gallery lighting, gallery plinths and artwork labels. Should extraordinary display materials be required, these will be the responsibility of the exhibiting artists and will need to be approved by the Exhibitions Coordinator.

## What is required?

All applications to exhibit at Braemar Gallery **must be submitted using this application form provided**. Applications that do not adhere to this template will be rejected. Partially completed applications will not be assessed.

Assistance in completing the application can be provided by emailing [braemargallery@gmail.com](mailto:braemargallery@gmail.com)

I. APPLICANT (S)

**Name:** \_\_\_\_\_  
(or group/ organisation name. Please provide contact details for group)

**Postal address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Preferred dates of exhibition (4 week duration):**

Open: \_\_\_/\_\_\_/\_\_\_ Close: \_\_\_/\_\_\_/\_\_\_

**Preferred number of rooms:** 1  2  3

**Use of Veranda** (in addition to the Exhibition's official opening) YES  NO

**Signed by the artist or group representative:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Admin. Use Only		
Received by	Date	Time



### III. SUPPORT MATERIAL

Please list below details of the digital images provided with your application. A minimum of 8 and a maximum of 10 images are required for solo exhibitions, or up to 5 images per artist but no more than 20 in total for group/community exhibitions.

Provide a CV relevant to your artistic practice (Maximum of 2 A4 pages). In case of a group submission please provide a paragraph bio or CV for each artist.

TITLE	YEAR	MEDIUM	Dimensions (HxWxD)
1. <i>Key image. This image will be used for promotional purposes</i>			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

*Please note: do not send original artwork with application*

Please provide images as Jpeg or tiff files. Images must be clearly numbered, corresponding to the above list. Image size should be 300dpi and not exceed 3MB.

#### **Please email your application to:**

[braemargallery@gmail.com](mailto:braemargallery@gmail.com) (preferred method)

#### **OR post your application with images on disk or USB to:**

The Exhibition Coordinator – Braemar Gallery  
Blue Mountains Cultural Centre  
Locked Bag 1005  
KATOOMBA NSW 2780