

Brunswick Neighbourhood House (BNH) Art Exhibitions

Exhibitor Information Pack

BNH Art Exhibitions aim to provide local artists with a space to exhibit their work, while contributing to Brunswick's vibrant creative community. These exhibits support artists who have had limited opportunity to publicly display their art and creates a welcoming experience for both audiences and creators.

Dates:

We have two exhibit opportunities in 2025:

- **August** – *Please note this exhibition opening will coincide and be a shared evening with our Friends of the House fundraising event.*
 - Bump-in date: Thursday 21st and Friday 22nd August,
 - Opening: Friday 22nd August, exhibit runs until Thursday 11th September.
 - Bump-out date: Thursday 11th and Friday 12th September.
- **September** –
 - Bump-in date: Thursday 18th and Friday 19th September,
 - Opening: Friday 19th September, exhibit runs until Thursday 16th October.
 - Bump-out date: Thursday 16th and Friday 17th October.

How to apply:

Submit your application online using our Expression of Interest Application Form.

<https://www.surveymonkey.com/r/LFYC8DC>

For a Microsoft Word Document or PDF version of this form, please contact

julia@bnhc.vic.edu.au or call 9386 9418 (Mon-Wed)

To be eligible:

This exhibition series seeks to support local artists, living, working, studying or making in Merri-bek. Please describe your connection to the local community in your application.

How it Works

The exhibition space consists of our main hall and a curved corridor leading to our second classroom, providing a total of five areas for hung work. The walls are suitable for framed works installed on our hanging tracks. Due to our set up, we cannot accept free-standing or sculptural works of any kind. All works must be wall hung preferably canvas, board, or framed. Textiles and hung mobiles are also possible. Please note our walls cannot be painted and are mostly textured mudbrick (see Floor Plan images later in the document).

Our exhibition space is a high traffic area. BNH operates classes during the week in the main hall including outside of business hours, as well as weekend venue hires. Although all care and considerations are given to the safety of the works on display, artists exhibit works at their own risk. BNH takes no responsibility for any theft, loss, or damage to artwork during transportation or display and recommends that all exhibitors have artwork/artist insurance for the duration of their exhibition (including installation and dismantling) and exhibition openings.

The Exhibitor must supply all artworks ready to hang. This means 2D artworks must have two (2) x D rings and a wire attached to each artwork and are suitable for the weight of the artwork and our STAS hanging system. The system is rated to 15-20kg. Therefore, each artwork should not exceed 20kg. Artwork must not be fixed to the wall in any way, including being pinned, glued, or blue-tacked.

Exhibition Term and Conditions

1. All sales will be processed through BNH, and any card transaction fees will be charged to the purchaser.
2. A 10% commission on total sales is payable to BNH at the end of the exhibition.
3. At least 90% of the exhibited works must be available for sale during the exhibition.
4. All sold artworks must remain on display until the exhibition concludes.
5. Payments for sold works will be made to the exhibiting artist(s) within 30 days of the exhibition's closing date.
6. Any photos or images taken by BNH or provided by the exhibitor may be used by BNH for future promotional and marketing purposes.
7. While BNH will take reasonable care with all artworks, we are not responsible for any loss, damage, or theft.
8. BNH will coordinate the opening night bar, with all proceeds going towards supporting community programs.
9. Exhibition viewing is available during our Chatty Café social program, held on Tuesdays from 10:00am to 12:00pm.
10. Once your participation is confirmed, you'll receive a schedule outlining key dates and expectations—this includes installation and pack-down times, information required for promotional materials (e.g. catalogue and wall signage), a venue induction, and publicity timelines.
11. BNH reserves the right to make all curating decisions in accordance with considerations including but not limited to the operational needs of the House.

Exhibitor provides:

- background information about the exhibition, including the exhibition name, artist statement(s), and a selection of high-resolution images of artworks for use in BNH marketing.
- a complete list of exhibited works—including titles, materials, and dimensions—at least two weeks prior to the exhibition opening (a template will be provided).

- assistance with promoting the exhibition and opening event through your own social media or networks, in addition to BNH's marketing.
- all artworks ready to hang or display, with appropriate hanging mechanisms, by the scheduled installation date.
- All transportation of artworks to and from the venue, including during installation and deinstallation.
- Installation of artworks preferably on the Thursday or Friday before the exhibition opens, subject to BNH's venue availability.
- Pack down and removal of all artworks at the agreed time and date, as confirmed with BNH.

BNH provides:

- Access to the exhibition space, including use of the gallery hanging system.
- Coordination, guidance, and support in the lead-up to the exhibition—including an induction to the space and hanging system.
- Coordination of the Opening Night bar and artwork sales, including preparation of wall labels, a sales list, and a volunteer team to assist on the night.
- Printing of wall labels and the artwork sales list (standard copy paper).
- Processing of artwork sales through BNH. (see Sales)
- Design of promotional materials for the exhibition and opening night, for local distribution and display on the BNH noticeboard (printed in-house on copy paper).
- Pre-event promotion via BNH's newsletter and social media platforms (Instagram and Facebook), including at least two posts shared with our combined audience of over 6,400 followers.

Exhibition Selection Criteria:

We welcome proposals for solo, collaborative, group, or curated exhibitions. Applications will be assessed based on the following criteria:

- We strongly encourage applications from emerging artists.
- Priority will be given to artists who live, work, or study in Brunswick or the broader Merri-bek area.
- The artist presents a cohesive and conceptually strong body of work.
- The proposal demonstrates potential to engage and resonate with the local community.
- All works must be professionally presented suitable for the exhibition space (wall-based or hangable works only).

- BNH values inclusivity, diversity, sustainability, and community connection. These principles guide our exhibition selection and reflect our commitment to maintaining a welcoming, community-focused space.

Artwork Sales

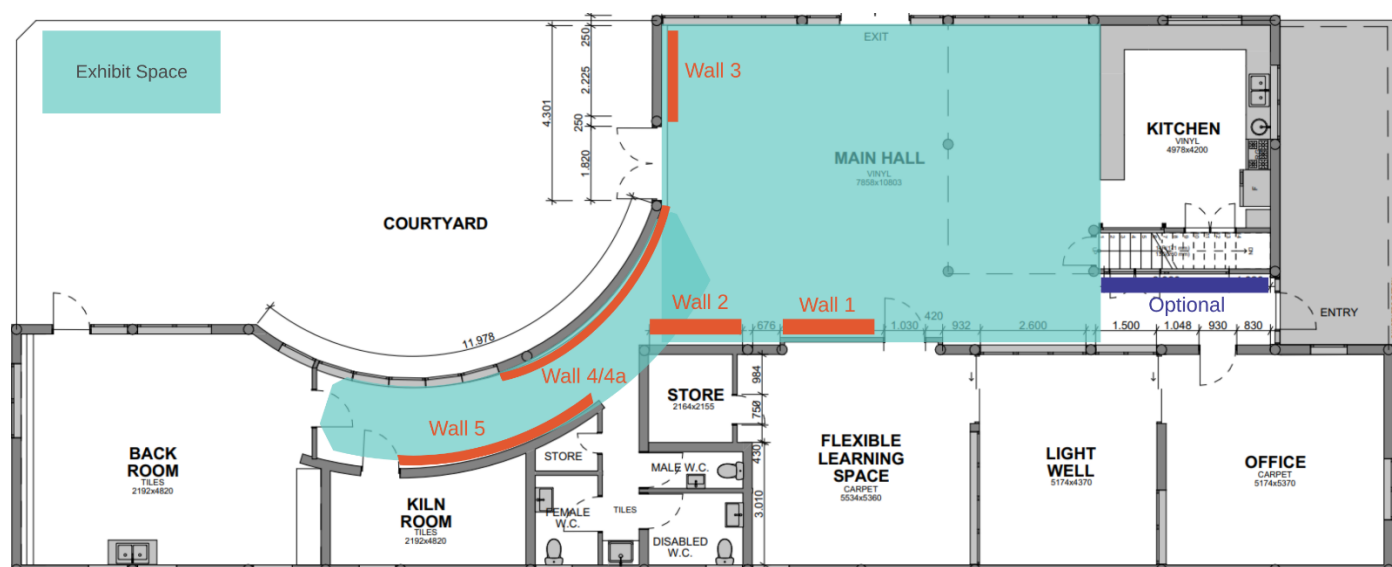
BNH will look after taking payment for the sale of artworks (card only), with card fees payable by the buyer. BNH takes a 10% commission fees on artwork sales.

Remaining proceeds from sales go directly to the exhibitor/s.

BNH will organise one (1) pick up session for buyers during the deinstallation dates. Any remaining sold artwork must take place outside the House. The buyer's details will be passed directly to the exhibitor/s, who will be responsible for contacting the buyer to arrange collection of the artwork.

At the close of the exhibition, BNH will provide a full statement of artwork sales and fees breakdown. BNH will transfer monies owing in a single lump sum to the exhibitor's nominated bank account.

Floor plan



Wall	Description	Measurement (H) x (W)
Wall 1	White wall in main space	290cm x 200cm
Wall 2	Mudbrick wall in main space	290cm x 200cm
Wall 3	Corner mudbrick wall in main space	290cm x 165cm
Wall 4/4a	Curved mudbrick wall (window side)	300cm x 405cm / 105cm
Wall 5	Curved mudbrick wall (inner)	300cm x 435cm
Optional	Small area in front entrance	110cm x 185cm



Please note while photos show our Annual group exhibition featuring many smaller artworks, this space is suitable for an exhibit with fewer larger pieces as well.

