

Grey Gardens

Now Seeking
Expressions of
Interest for
July – December
2015



Oozing with
romance, ghosts and
other things.

Grey Gardens

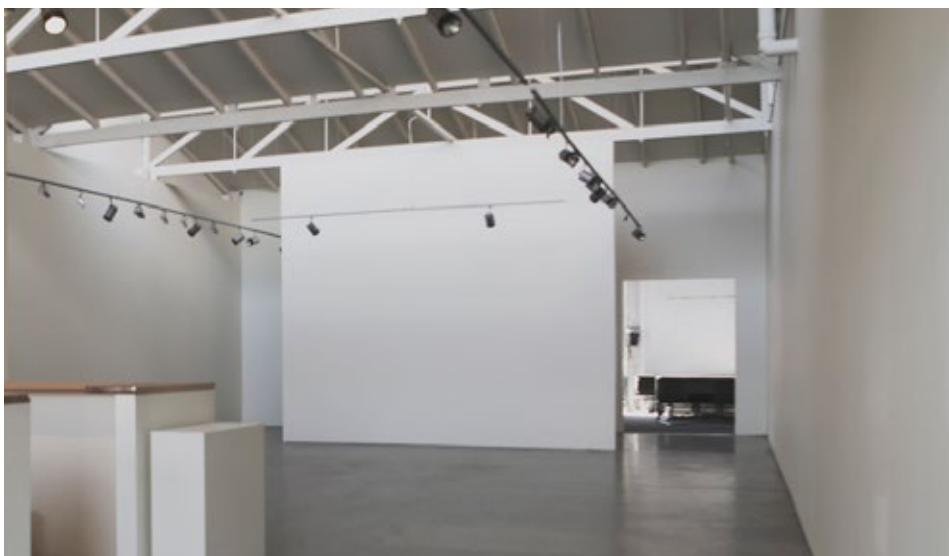
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Grey Gardens Projects is a gallery, event and screening space. Our focus is fisheye: expanded and contracted in the space between a black box and a white cube.

We invite you to explore the entertainment of thought and the provocation of feeling in those two spheres.

Your works may consider light, shadow, reflection, design, movement, performance, architecture, frame, form, fashion, photography, film, video, conversation, sound, music, ghosts, romance and other things. They may be wall, floor or event-based.

Grey Gardens is a mixed use space. As well as the project space it is a concept store, window dressing, coffee-stop and thoroughfare. It is the first and last draft and the drink that got you there.



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greygardensprojects.com
hello@greygardensprojects.com

FB — facebook.com/greygardensprojects
Twitter — [@greygardensproj](https://twitter.com/greygardensproj)
Instagram — [@greygardensprojects](https://instagram.com/greygardensprojects)

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Expressions of Interest Guidelines

Expressions of Interest may be submitted to Grey Gardens Projects (GGP) at any time during the year and are reviewed within three months of submission. To apply please read the below guidelines, fill out the form on page 8 and direct all applications to mel@greygardensprojects.com. You will be notified with the result of your application by email.

Proposals should fit into one of the two categories:

- 1. Grey Gardens Events -**
Project Space for film screenings, workshops and live performances.
- 2. Grey Gardens Exhibitions -**
Walls and floor space available for exhibitions

Expressions of Interest may be submitted by artists or curators.

Grey Gardens Projects only accepts proposals by email and may include attachments under 5mb. We welcome applicants to share files via Dropbox or share links via YouTube or Vimeo.

Install / De-Install

Installation and de-installation are the responsibility of the hirer. Advice and assistance should be sought from GGP staff. Professional installation staff can be hired on arrangement.

Minor alterations may be made to the project space with approval from GGP. The hirer is responsible for the costs of alterations and subsequent return of the gallery to its original condition.

Documentation

Photo documentation of exhibitions and opening night events can be provided for an additional fee of \$150 incl. GST and must be requested in advance. This includes 2hrs on site and a minimum of 30 edited images within 24hrs of the event.

For longer events a set rate of \$150+GST for the first 2hrs and \$50 for every hour after. Please contact us for a detailed quote.

Insurance

Works are only insured against staff negligence. If you would like to be fully insured against fire, flood, theft, loss or damage you must organise this independently. Live performers (including musicians, comedians and theatre performers) must carry their own public liability insurance. GGP staff can assist performers in obtaining appropriate insurance for an event or performance.

Please Note:

GGP Does Not Have Climate Control.



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Expressions of Interest Guidelines

Events

Events may take place at Grey Gardens Projects over half day, full day or an extended period of hire.

The hirer must be able to install and de-install their event or professional installation will be organised by GGP on your behalf at additional costs. See further information on installation above.

GGP has 100 theatre-style seats available for use as well as 1 x HD digital projector.

Event Application Checklist

Applications must include:

- Grey Gardens Projects Expression of Interest Form
- Maximum two A4 page proposal (.pdf format only) including:
 - Event title & applicant name
 - Preferred date/s, duration, start, end and running times
 - Clear and concise description of planned event (250 words)
- Maximum two A4 page CV
- Supporting images - to be provided digitally via email or download link

Event Hire Fees

Fees may vary depending on size and type of event. Prices not inclusive of GST. Events may require security and additional licensing as well as door staff for ticketed events. Please contact us to confirm your hire quote.

Due to noise restrictions GGP is not able to accommodate amplified live music performances.



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Exhibitions

GGP exhibition space hire rates apply to a standard three-week exhibition period. Please state in your application if you wish to reduce or extend the exhibition period. Alternate rates may apply.

GGP takes a 15% commission on works sold on site. Alternatively, GGP can pass on buyer contact information to the artist / curator after the exhibition has been de-installed whereby no commission is taken.

Openings will be held for each exhibition on a dedicated evening for two hours with a bar managed by GGP staff and volunteers. Opening nights can be extended upon request and at the discretion of the Creative Director. GGP encourages artists to participate in floor talks. These may be held on the opening weekend between midday and 2pm.

Exhibition Checklist

Applications must include:

- Grey Gardens Projects Expression of Interest Form
- Maximum two A4 page proposal (.pdf format only) including:
 - Exhibition title and applicant name
 - Preferred date/s and duration
 - Concise description of planned exhibition/project/event (250 words)
 - Physical description of artwork including dimensions, materials and date of creation
 - Basic list of any equipment, AV (etc) required for exhibition eg. Two monitors, headphones, etc.
- Maximum two A4 page CV (for each curator/artist involved)
- Supporting images (please specify if exhibited or indicative) - to be provided digitally via email or download link
- Wall/area preference

Exhibition Fees

Fees may vary depending on duration and number of gallery spaces used. Please contact us for a detailed quote. Prices GST exclusive.

- Gallery A - \$500 + GST p/w
- Gallery B - \$450 + GST p/w
- Gallery C - \$450 + GST p/w
- Gallery D - \$400 + GST p/w

Exhibition Spaces

Galleries A, B, C & D have been marked out on a plan on the following page as a general guide, however GGP's gallery spaces may expand and contract to suit exhibition and event needs. For example, the wall-space of Gallery B may be extended into Gallery A and/or D. Applications for multiple galleries or whole venue hire are also welcome.

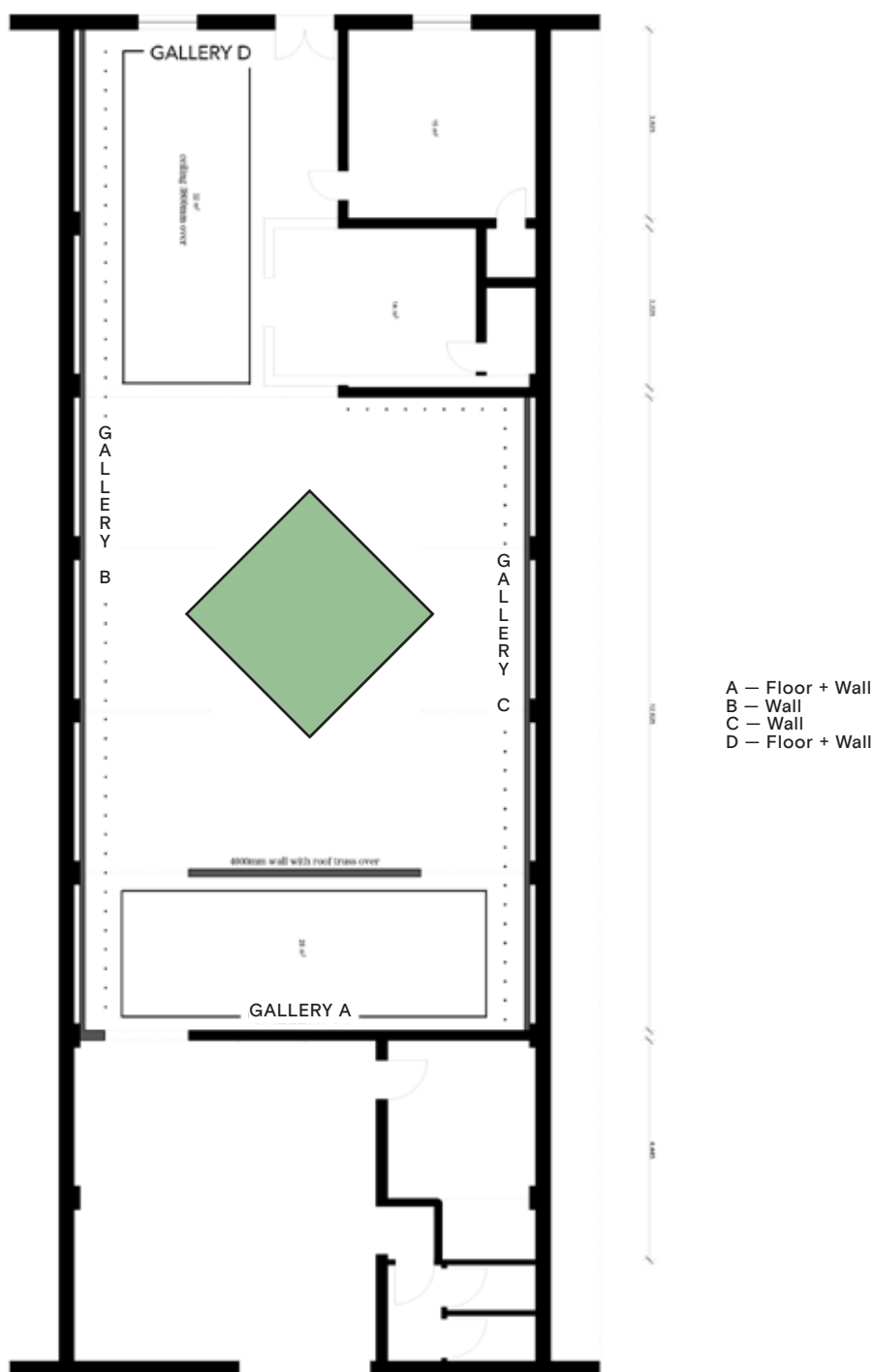


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Guidelines

—
Floorplan



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Expressions of Interest Guidelines

FAQ's

What time can I have access to GGP for set up of my event?

For daytime events, set up can be from 8am, or the night before, dependant on the event calendar and decided upon by the Event Manager at their discretion. For evening events, set up can commence from 3pm, or an additional fee can be paid to have the full day or half a day for added bump-in time if required.

How do we gain access to the space?

If it is within business hours, there will be a staff member to let you in. Alternatively, we will arrange to give you a key so that you can gain access at your convenience. If a key is given to you, a \$350 key-bond is taken, and a prior venue induction will be arranged between you and the Venue Manager.

By when do we need to have everything packed up after our event?

This is dependant on our calendar of events and exhibitions around the time of your event. We'll always discuss the specifics with you at the time of booking, but as a general rule, everything must be packed up and taken away at the conclusion of your event so that we can have the venue cleaned and re-set in time for our next event/exhibition opening hours.

Are there any noise restrictions?

Yes, as we are a neighbourhood venue. Generally speaking, music must be set at a non-amplified background level from 11pm Fri-Sat and from 9.30pm Sun-Thurs. We're happy to discuss your particular needs when you submit your application.

How is the door managed?

Door is managed by Grey Gardens staff from the start time of your event for up to 3 hours.

Who is in charge of cleaning?

Grey Gardens takes care of cleaning/rubbish removal after each event in order to prepare the venue for the next event/exhibition. This means you must bump out by the agreed time. Anything left behind may be removed from the premises. If you think you have left something behind please contact us as soon as possible.

Does Grey Gardens have a license? If not, how does bar/ beverage service work?

Yes. Grey Gardens is able to provide bar/beverage service for events if required. Bar is managed by Grey Gardens with a minimum of two staff not including the Event Manager. If alcohol is served we may also need to hire security for the event at cost to you, The Hire.

I have an alcohol sponsor and would like to offer cheaper / free drinks to my guests. Is this possible?

An alcohol rider can be organised depending on the event. If you have alcohol sponsorship for your event then we may be able to offer free drinks for a certain period or cheaper drinks for your event.

Does Grey Gardens cater all events? Can we bring in our own food caterers?

Yes. Grey Gardens can cater for your event. Please contact our Events Manager for the latest packages and options. You can bring in your own food or caterers, but this must be first signed off on by our Events Manager. If you have a preferred caterer in mind, we're happy to discuss the logistics with them directly.

Are there any limitations around what I can bring into or hang in the space?

We're open to all ideas, however any set, lighting, decorative, ornamental, installation or hanging concepts will need to be approved by the Event Manager so that we can consider the operational needs of the venue and the safety of our patrons. Please include these requests in your application form and talk to our Events Manager about any additional concepts you have for your event or show.

What is the curfew for events?

The very latest an event can run is 1am. This generally falls under your event's liquor license, in accordance with our noise restrictions and crowd management processes and is dependant on guest numbers, security etc. This is assessed at the discretion of our Events Manager.

One of guests left something at the event. Do you have a lost and found?

Anything left behind at the venue will be kept for three days following bump out. Please contact us immediately with a detailed description of the lost property for lost and found enquiries.

What public transport is close by?

Grey Gardens sits on Victoria Street, between 2 main roads, Brunswick Street and Nicholson Street. The no.11 tram runs down Brunswick Street from the city to West Preston and the no. 96 tram runs down Nicholson Street from East Brunswick to St Kilda.



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Expressions of Interest Guidelines Form

Applicant full name

Contact phone

Email

I / We are

- Artist / Curator
- Collaborative Group
- Event Booking
- Other:

Event / Exhibition title

Does the proposed exhibition contain audio? If yes, briefly describe.
For exhibitions only

Your location (City)
For statistical purposes only

How old are you?
For statistical purposes only

- 18 & under
- 19 – 25
- 26 – 35
- 36 – 45
- 46 & Over

Gender
For statistical purposes only

Would you like to be added to our mailing list?

- Yes
- No
- Already there

