

# Salamanca Arts Centre

## *Courtyard Workshops* Information Kit

---

SAC Courtyard Workshops aim to engage the community and visitors to SAC with the arts making, creating and design process in person and onsite.

---

### **Single Arts Discipline Focus**

Each Courtyard Workshop will focus on a specific single Arts Discipline (e.g. printmaking, jewellery, ceramics, textile) with all Artists associated with each Courtyard Workshop working within the same Arts Discipline.

### **Primary Engagement Aim**

The Courtyard Workshops aim to engage the community and visitors to SAC with the arts making, creating and design process.

Visitors to SAC will be able to see and engage with Courtyard Workshop Artists working on-site, demonstrating their skills in their particular medium and showcasing their talents.

### **Secondary Engagement**

In addition to meeting the Primary Engagement Aim, the Courtyard

Workshops may also offer the following Secondary Engagement Opportunities:

- **Educational Opportunities:**

Provide Classes / Talks / Lectures that are either paid or free, that must be open to the public.

All must be available to SAC Associate Members at a discounted price;

- **Guest Artists:**

Guest Artists or Visiting Artists may work within the Courtyard Workshop (and may also run Educational Opportunities) for Short Periods.

Guests Artists must work within the Courtyard Workshop's focus Art Discipline.

- **Workshop Retail:**

Courtyard Workshop Artists can sell on-site the works they have created on-site.

## Location

The Courtyard Workshops are located on the Ground Floor of the Willis and Morrison Buildings, in Spaces adjacent to the Courtyard, providing the highest visibility and creating a centralised hub of making, creating and design.

The Courtyard Workshop Spaces include:

- **Space 011**
- **Space 012**
- **Space 017**
- **Space 022**
- **Space 024**

## Size

The Courtyard Workshops vary in size and configuration depending on their location within the building.

The size of each Courtyard Workshop Spaces is:

- **Space 011 38m<sup>2</sup>**
- **Space 012 22m<sup>2</sup>**
- **Space 017 26m<sup>2</sup>**
- **Space 022 42m<sup>2</sup>**
- **Space 024 26m<sup>2</sup>**

## Rent

The rent for each Courtyard Workshop is based on valuation in accordance with size and amenities offered.

Rent includes both GST and outgoings (electricity usage & water etc.). CPI and Market Rent Evaluation increases are applied to rent accordingly. CPI and Market Rent Valuation increases are applied on 1<sup>st</sup> March of any relevant year.

Rent is payable monthly in advance, and is due on the first day of each month.

Bond equivalent of one month's rent is required.

## Length of Residency

Successful Artists are initially offered a three-year term in which to consolidate their practice within the context of the SAC environment.

Artist can then apply for five-year terms.

Shorter terms may be offered in special circumstances.

## Facilities

All Courtyard Workshops currently include the following facilities:

- NBN Connection Ready
- Fluorescent / LED and natural light
- 24 hour access
- Security Patrolled
- Shared sink / cleaning facilities
- Shared unisex toilet facilities
- Access to Meeting Room at Not-for-Profit Rates
- Access to photocopying / laminating facilities via SAC Administration. Charged at reduced rates
- Eligible to exhibit in the Studio Gallery

## Upgrades

Artists are expected to contribute to the upgrades to Courtyard Workshops. A Project Plan, including timeline and budget, for any proposed upgrades to Courtyard Workshops must be submitted to / and approved by SAC prior to the commencement of any works.

All upgrades to Courtyard Workshops must be in harmony with the modern industrial aesthetic of the existing building fabric.

- Façade must comprise 40% glass minimum;
- Existing building fabric must remain exposed to facilitate interpretation;
- Façade finishes are to be painted metal or painted wood, unpainted natural wood or galvanized metal. Painted surfaces to be finished in low sheen charcoal only;
- Internal wall surfaces are to be white unless by prior SAC approval;
- Ceiling finish to be left untouched (unless previously painted in off-white or charcoal);
- Flooring alterations must preserve existing features, ie. Expose if safe to do so or cover with underlay and carpet (charcoal or sandstone colour);
- Lighting shall be environmentally sustainable.

For more details and the guidelines please contact the Buildings & Facilities Manager.

## Conditions

- Courtyard Workshops can be Leased by individual Artists OR Groups of Artists (including Co-Operatives, Incorporated Associations and Organisations).
- Each Courtyard Workshop will focus on a specific single Arts Discipline (e.g. printmaking, jewellery, ceramics, textile) with all Workshop Artists working within the same Arts Discipline.
- Artists are expected to open a **minimum** of 36 hours per week, between the hours of 9:00am - 5:00pm (SAC Centre Opening Hours), except during periods of illness or reasonable holidays.
- All Courtyard Workshops are for arts practice – they are working spaces and are **NOT** residential.
- Smoking is **NOT** permitted anywhere at SAC.
- Artists are responsible for the cleaning of their own Courtyard Workshop. Common areas will be cleaned by a SAC employed cleaner.
- Not all Courtyard Workshops are 100% sound proof, so there may be some sound bleed between adjacent spaces. Residents must ensure that noise is not excessive and does not disturb other residents.
- All Courtyard Workshops are NBN Connection Ready. However it is the responsibility of the Artists to arrange connection and pay for phone / internet data packages via their chosen provider.
- Courtyard Workshops must have plate glass insurance, Public Liability Insurance cover (\$10 million dollar cover), and are advised to have Contents Insurance for their personal items. This can be obtained via NAVA, Duck for Cover etc.

# PLAN

Plan showing the Courtyard Workshop Spaces



## APPLICATION & ASSESSMENT

### Selection Criteria

All Applications are assessed via the following Selection Criteria:

1. The Applicant meets the Primary Engagement aim of the Courtyard Workshops, to engage the community with the arts making, creating and design process.
2. The Applicant will contribute to the diversity and representation of art forms at Salamanca Arts Centre.
3. The Applicant creates work of a high quality, showcasing excellence in their chosen art form.
4. The Applicant will be financially viable for the duration of their proposed period of residency, as is evident in their Business Plan and Financial Objectives.
5. The Applicant will ensure the Courtyard Workshop for open a minimum of 36 hours per week, between the hours of 9:00am - 5:00pm (SAC Centre Opening Hours).
6. The Applicant will positively support and actively contribute to

the collegiate nature, daily life and public image of Salamanca Arts Centre.

7. The Applicant will showcase and promote their Courtyard Workshop and the works created on-site at Salamanca Arts Centre.

### Application

All applications for the Courtyard Workshops must be submitted online via the SAC website. Applications by any other means will not be accepted.

### Assessment

**All Applications will be considered by the SAC Assessment Panel.**

**Applicants will be notified of the outcome of their Application via email.**

**All decisions are final and no further correspondence will be entered into.**

Please note that the application process is highly competitive.

---

For all initial enquiries please contact the Operations Coordinator via email: [info@sac.org.au](mailto:info@sac.org.au)

Or consult the SAC website for available Courtyard Workshop Spaces: <https://www.sac.org.au/opportunities/>