

EXHIBITING IN KELLY'S GARDEN

SALAMANCA ARTS CENTRE

2023 / 2024

Salamanca Arts Centre's Purpose and Mission is to enable artists to create new works, to enable artistic entrepreneurship, and, through respect, guidance and inspiration, to foster connections between artists and audiences.

Salamanca Arts Centre's Purpose, Strategic Priorities and Aims arise from and are inextricably connected with three essential elements: our support of Contemporary Art and Artists; the Buildings and How we Use Them; Our Capacity to Connect with Communities.

Support contemporary art and artists with resources, guidance, and opportunities to make new work of national significance, to engage with other artists and share their creativity with the world.

Enliven our spaces with activities of creating, innovating, communicating, and connecting, to articulate the relevance and value of these nationally significant warehouses and the land on which they stand.

Connect with our communities of artists, producers, audiences, visitors, and supporters to meet and interact with the arts and each other in ways that inspire them and, hopefully, enrich their lives.

In all we embark upon, our simple rationale continues to be to support contemporary art in ways that facilitate the strongest and deepest connections between art and audience; ways that enable artists to explore and articulate what it is to be a human, and to help artists tell those stories to other humans. In all we do Salamanca Arts Centre respects artists' rights to express their own artistic approach, form and content in investigating their personal concerns and exploring and questioning the world in which we all live.

CONSULTATION

We ask you to provide a proposal of your exhibition (template attached) so we can address any concerns and ensure a safe exhibition prior to installation. This description should include materials, installation methods, power and equipment to be used, and any performance elements.

It is requested that you make an appointment to discuss your project with staff at Salamanca Arts Centre and allow sufficient time before you commence installation. Depending on the nature of your exhibition you may also need to consult with the SAC Facilities Manager and Venues Technician.

David Hughes, Buildings & Facilities Manager facilities@salarts.org.au

Eric Jacques, Venues Technician technician@salarts.org.au

OPEN HOURS

Salamanca Arts Centre staff open Kelly's Garden to the public 10am – 5pm weekdays. It is an unsupervised space. Outside these hours the works can be seen through the viewing slits in the sliding door or from Kelly's Steps. The single door is an access point to some of the offices and organisations on the second and third floor. They may open the door at other times without notice to SAC to provide public access for workshops/rehearsals etc. It is SAC's preference that the sliding gate is opened during exhibition hours, unless your exhibition requires it to be closed. You can obtain a key from the SAC office if you require access to the space out of hours or want to open/close Kelly's Garden on the weekends. If you open Kelly's Garden on the weekend, you are required to supervise the space and ensure it is closed.

CONTENT

Whilst we aim not to censor or constrain your creativity, due to Kelly's Garden being a public space and a thoroughfare to offices and rehearsal spaces, works in Kelly's Garden should have a PG rating.

CHOICE OF MEDIA

Your design, choice of materials and installation methods should take into account the weather, OHS, heritage¹ issues etc. outlined here. You may choose to create work that is solid and hardy that will surely survive the length of the show, or something that is delicate and designed to decay throughout the show.

LIGHT + PROJECTIONS

While it is not a requirement, we recommend that works that contain lights and/or projections should be on a timer that switches off around 9/10pm to avoid being a magnet for projectiles late at night.

SOUND

Kelly's Garden is adjacent to both studios and other tenants' spaces within the Arts Centre, and also to a residential precinct, and whilst most of our neighbours are generally fairly tolerant of sound works in Kelly's Garden, what might seem like a gentle sound piece at a fairly low volume, can become irritating after hearing it in their office all day for weeks. The factors are usually volume, quality of the sound (screechy/harsh etc.), recognisability of sounds, and the length of the loop.

Generally we'd recommend that you choose the volume you'd like for the opening night (or any other associated event), and then turn the volume down a little for the remainder of the show. If we determine it to be too loud, or receive a complaint from our neighbours we may have to turn the volume down to a level that we deem, in our experience, as appropriate. If you prefer your work on the louder side, we request that you use a timer that will automatically switch the sound off between the hours of 10pm and 8am daily. As a general guide, sound works can often be slightly louder during winter as our neighbours have their doors and windows closed.

Kelly's Garden is located across Kelly's Lane from the Peacock Theatre. Some Peacock Theatre events use the Kelly's Lane door as an entrance to their theatre event, and other events are low volume. Kelly's Garden events and sound installations can be heard from within the Theatre. If you are planning an opening or other event that will draw a crowd or create a loud volume, we require you discuss any event dates and times so that we can ensure there are no clashes.

HERITAGE CONSTRAINTS

Kelly's Garden is a heritage-listed space owned by the State Government and leased to SAC.

You must not damage or alter the **walls**. There are numerous attachment points on the walls that you may use to attach works.

You must not dig more than 10cm into the **ground**. However, you may move/remove gravel as long as you return it afterwards, and you can drive tent pegs or similar into the ground deeper than 10cm in order to secure works.

WEATHER

You will need to consider the effects of the weather in regard to your choice of materials, design and installation methods. While Kelly's Garden may seem like a protected courtyard, the effects of sun, rain and wind should not be underestimated. Even highly experienced artists have underestimated the power of the wind in this space, and heavy, solid works have been toppled by the wind.

THEFT/ VANDALISM

While there is not a history of works being stolen from the space, if your work is portable, breakable, desirable or valuable, please consider minimising the risks of theft or damage.

Aside from the phenomena of projectiles thrown into the space from Kelly's Steps, vandalism is not common.

OCCUPATIONAL HEALTH AND SAFETY

Salamanca Arts Centre is responsible for maintaining safety in its venues and for this reason we require you to consult with SAC prior to installing your exhibition.

If we discover a work that we deem unsafe, we will remove it and notify you.

We require you to use **safe work practices** (including the use of personal protective equipment) in the installation of your work, for the safety of yourself, your colleagues, the public and SAC staff. Please do not leave dangerous materials or equipment in the space unattended.

Electrical equipment:

- **All 240v (or higher) electrical equipment used in the space must have a current test and tag, and pass a visual inspection.**

- All 240v (or higher) electrical equipment to be used in the space must have an IP rating of IP55 or higher, or be enclosed in watertight housings. All equipment and electrical connections must be enclosed in waterproof housings.
- All power extension leads must be outdoor heavy duty type.
- All electrical items must be inspected by a SAC technician before your event opens to the public.
- If you have any questions about the use of electrical items please feel free to contact the SAC Venues Technician: technician@salarts.org.au

Any items not tested and tagged or suitable for outdoor use will be unplugged and/or removed. These requirements apply to items plugged into mains power. Small battery operated devices may not require the same safety standards.

Emergency Access: Clearance of at least one (1) metre must be ensured for the metal stairs (including handrails), doorway at ground floor level (East wall as marked on the plan), the marked path and small gate. These are all fire exits and must remain clear and accessible at all times.

Hazards: When designing your work, please ensure that it will not create a trip or crush hazard or include sharp projections. If there is any danger of your works falling over, causing injury or blowing away, we may require you alter it.

Dangerous materials: Please ensure that materials/items used in your work are not toxic, sharp, could create burns or any other injury to yourself or the public. Generally SAC does not allow the use of fire.

Please note that the site has uneven terrain, therefore scaffolding may be required to install your works.

MAINTENANCE

Many works require their batteries to be recharged or materials to be replenished, even if you think your work doesn't require any maintenance, please check on it regularly. In the past, works have blown around the space, damaged other artist's work, fallen over, collapsed, disintegrated, degraded, been trodden on, come loose, run down or switched off. If your work starts to look (unintentionally) shabby it reflects badly on you, your collaborators and SAC, so please check on it regularly. If SAC becomes aware of a problem with your installation we will send a message to your primary contact to attend to it within 24 hours. If the problem poses an immediate risk to health or property, SAC staff will attempt to eliminate or isolate the hazard, until your primary contact can attend.

SUPPLIED EQUIPMENT + FACILITIES

There are limited facilities in Kelly's Garden.

- 2 x outdoor power points (GPOs) in the corner of the space, under the stairs
- Water tap in the corner of the space, under the stairs
- Large, lockable, waterproof metal box mounted under the stairs ideal for storing AV gear
- A-frame notice board for your poster

For your opening event we can provide:

- Folding plastic tables
- Garbage bin
- Wine glasses can be booked from the SAC office. Boxes of 36 glasses are charged at \$16.50 per box, plus \$4 per glass for any broken or lost glasses. Glasses should be washed and returned to the SAC office. Due to the nature of Kelly's Garden's hard and uneven surfaces you may consider using paper/plastic cups instead of glass ones.

SALES OF WORK

SAC does not administer sales of artwork. However, if an enquiry is made SAC will forward the enquirer's details to your primary contact to follow up.

Official Opening

Artists working Kelly's Garden are encouraged to hold an Official Opening for their exhibition (maximum length 2 hours). The Official Opening must be open to the public and the Hirer must invite all SAC Associate Members.

Please provide a digital invite to the Official Opening to the Venues Coordinator for distribution to SAC Associate Members.

Bar Operation

SAC holds a license for the sale and serving of alcohol. Exhibition Openings may serve complimentary alcohol only; alcohol cannot be for sale. If you wish to serve alcohol at your event or Exhibition Opening, please contact the Venues Manager prior to the event. Anyone serving alcohol (including Caterers and Bar Staff for Private Functions) must have their Responsible Service of Alcohol (RSA) and a copy of their certification provided to the Venues Manager prior to the commencement of the Hire Period so that it can be included in SAC's file.

A SAC Venues Supervisor must be present at all times that alcohol is being served at a cost of \$50.00 per hour x two hours [\$100] (plus penalty rates on weekends). This will be charged to the Artist at the commencement of the Usage Period.

Friday Evening Events

There is a live music event (Rektango) in the SAC Courtyard adjacent to the Peacock Theatre every Friday evening between 5:30pm – 7:30pm. Due to the sound bleed between the two venues we advise Sidespace Gallery Hirers to be keep this in mind if organising an opening or event on a Friday evening and how it may affect speeches etc.

LEAVE THE SPACE AS YOU FOUND IT

It is your responsibility to remove all rubbish from your event. Please either take rubbish home with you, or use the rubbish and recycling bins in the far corner of the SAC courtyard, through a wooden door marked 'Waste Transfer Area'.

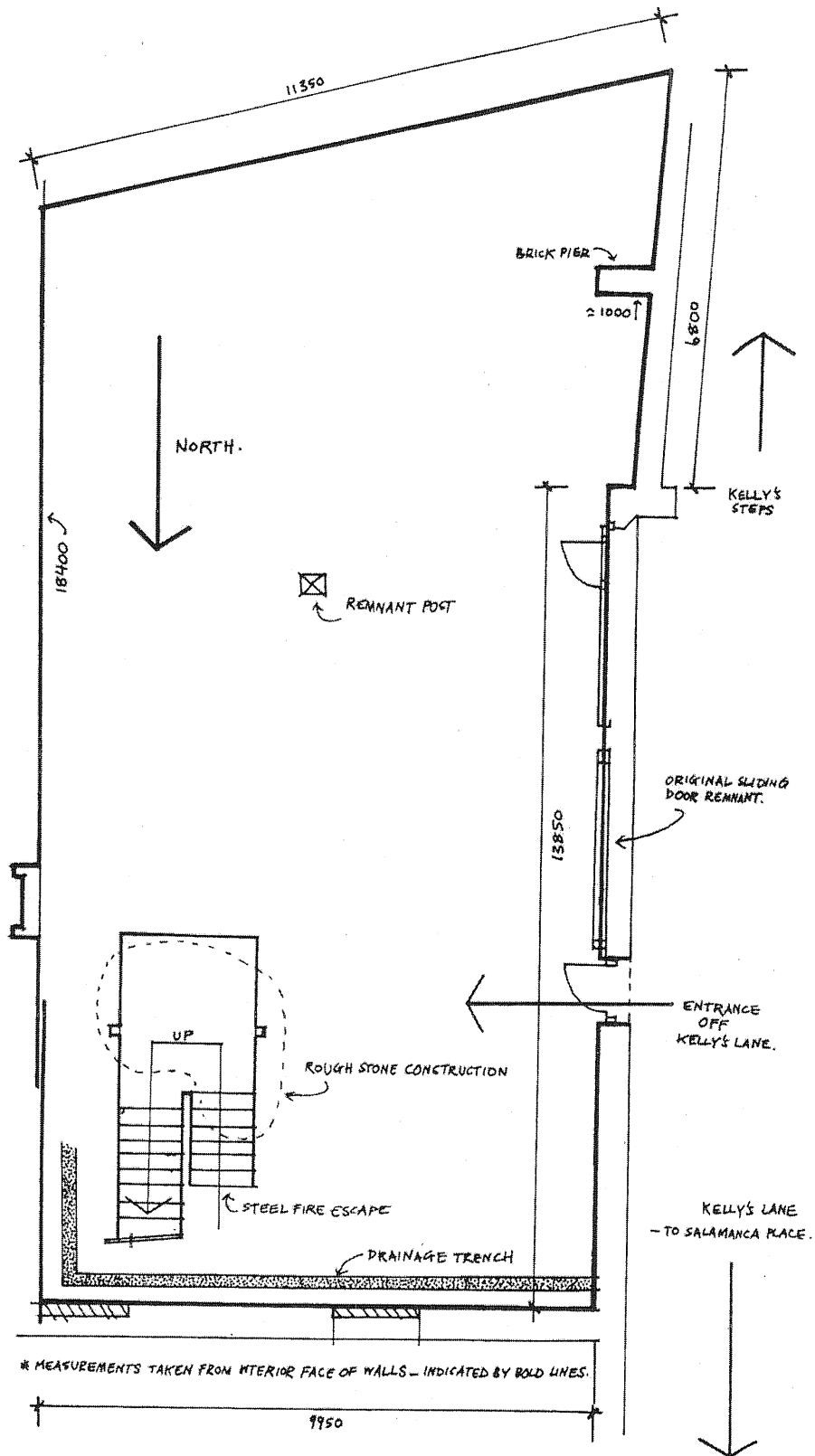
Likewise, at the end of your exhibition, it is your responsibility to remove all elements of your artwork and return the space to the condition you found it.

If SAC is required to clean the space after your use, there will be a minimum charge of \$90 and a further \$45 per hour plus costs invoiced to you. Please note that there are no SAC storage facilities for equipment or materials other than indicated above.

We wish you every success with your exhibition.

If you have any questions or concerns please email info@sac.org.au or call (03) 6234 8414.

kellys garden



GROUND FLOOR PLAN OF KELLY'S GARDEN.
MEASUREMENTS APPROX. IN MM.

SCALE 1:100



South-east view (note - rostra is not a permanent fixture)



South-west view

NB wooden items in images are not permanent fixtures.



North-west view



North-east view