

ARTS SPACE WODONGA Reflections On High - Application form and conditions of hire**Arts
Space****In person:** Cnr Hovell and Lawrence streets, Wodonga, VIC 3690**Phone:** (02) 6022 9600**Post:** PO Box 923, Wodonga, VIC 3689 **Fax:** (02) 6022 9322 **Email:** artsspace@wodonga.vic.gov.au

Please provide details of the person you want the council to communicate with about the application	Title: Mr Mrs Ms Miss					
	Given name:					
	Surname:					
	Unit number:		Street number:		Street name:	
	Suburb:		State:		Post code: <input type="text"/>	
	Phone (work):		Phone (home):			
	Moblie:					
	Fax:					
	Email:					
Description of proposed installation at Reflections On High						
Proposed dates Reflection On High required (dates are subject to availability)						
Starting date: _____ Finishing date: _____						
Installation date: _____ Time: _____						
Dismantle date: _____ Time: _____						
Must be a minimum of four weeks and a maximum of 12 weeks						

Applicant's declaration and agreement

I confirm that I have been provided with the document titled *Reflections On High conditions of use*. I have read and understood and agree to abide by it.

Organisation: _____

Signature of applicant: _____ Date: _____

Please return your completed **application form** to Arts Space Wodonga at the address below.

Enquiries: Enquiries: (02) 6022 9600 or artsspace@wodonga.vic.gov.au

Deliver to:	Public programs officer,	OR	Post to:	Public programs officer,
	Arts Space Wodonga,			Wodonga Council,
	Cnr Lawrence and Hovell streets,			PO Box 923,
	Wodonga,			Wodonga
	VIC 3690			VIC 3689

OFFICE USE ONLY		
Application approved	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Staff name:	Signature:	Date:

Approved/agreed date times

Starting date:	Finishing date:
Installation date:	Time:
Dismantle date:	Time:

Personal and or health information collected by the council is used for municipal purposes as specified in the Local Government Act 1989. The personal and or health information will be used solely by the council for these purposes and or directly related purposes. The council may disclose this information to other a if required by legislation. The applicant understands that the personal and or health information provided is for the above purpose and that he or she may apply to council for access to and/or amendment of the information. Request for access and or correction should be made to the council's privacy officer.

Wodonga Council values art and culture and the contribution it makes to a dynamic, diverse and holistic community.

Arts Space Wodonga's public art sites are one way the council seeks to support a range of cultural practices, community development and information sharing opportunities. It offers the community a vibrant and accessible venue for showcasing and presenting local, regional and imported cultural works.

Art Space Wodonga (ASW) has extended its exhibition space to include Reflections On High - an exhibition space in High St, Wodonga. These public art sites are open to various artistic, community and cultural groups. Displays may be in response to a local issue or celebration, or be a unique, site specific work. All exhibitions within these spaces must have a high visual content as well as information of interest to the local community.

Proposals from community groups and organisations are most welcome.

Presented works in Reflections On High should:

- Demonstrate conceptual content;
- Demonstrate aesthetic content;
- Demonstrate technical skill;
- Provide maximum engagement of the community;
- Offer new and challenging experiences; and
- Contribute to a diverse program of cultural activities.

The hirer is responsible for, and must provide, the following:

- All work must be presented and ready to be displayed. Any photographs or written information needs to be mounted onto foam display boards;
- Information in regards to the group involved and content of the show need to be clearly written and displayed in the first and last windows;
- All pieces and artwork need to be of a temporary nature. Reflections On High does not have temperature or humidity control within the windows. Temperature extremes should be expected, especially in summer when the afternoon sun falls onto the windows. On an extremely hot day pictures may warp, buckle or fade and must be copies of original so replacements can be provided if required;
- Arts Space Wodonga will not be responsible for any damage to artworks within the window. Hirer is to take full responsibility to any damage caused;
- There must be a strong visual element to the content of the window display. ASW maintains full curatorial control over all objects placed within the display;
- All images and artwork must be labelled correctly – name, title and medium. Permission must be received from all individuals in photographs and comply with privacy standards;
- Submissions will only be accepted from community groups. The space is not available to individual artists. Individual artists interested in putting together an exhibition are to contact ASW direct;
- Groups using Reflections On High must have the exhibition available for four to 12 weeks. The space is not available for exhibitions shorter than a four-week period. Applications must be received prior to the exhibition and are subject to acceptance. ASW retains the right to refuse the space to any groups;
- Groups **must** provide someone to install the wall on the agreed date and time and someone to dismantle on the agreed date and time. This may take up to three hours; and
- It is not the responsibility of ASW staff to help with the installation or dismantling of the hirer's exhibition.

Please sign here
