

## THE FINE PRINT

This document outlines key details, information and requirements in relation to 2019 PhotoAccess Huw Davies Gallery Exhibition Proposals.

### Key details:

- Exhibitions usually open on a Thursday night and conclude on a Sunday.
- PhotoAccess Huw Davies Gallery opening hours are currently Tuesday - Saturday 10am-4pm and Sunday 12pm - 4pm. PhotoAccess is closed on Mondays and Public Holidays.
- PhotoAccess takes a 30% commission on all sales.

### PhotoAccess provides:

- Assistance with documentation and promotion of the exhibition
- Basic exhibition catalogue
- media release and coordination of media enquiries
- design and distribution of invitations
- opening event including food and drinks
- staffing of the exhibition during office hours (Tuesday - Saturday)
- sale of works and liaison with buyers
- in consultation with the artists, provide installation assistance

### Artists/curators are expected to:

- provide high-res images, artist statements and exhibition text to PhotoAccess by the requested date
- provide all installation materials
- install and pack down the exhibition
- be available for interviews and other media activities helping to promote their exhibition and PhotoAccess
- be available on Sundays to mind their exhibition and undertake the other responsibilities of Sunday volunteers (PhotoAccess can arrange a minder at a fee of \$25 per hour if required)
- present a public program in relation to their exhibition eg. artist talk, if appropriate.