

CASM | Exhibition Application Information

Contemporary Art Spaces Mandurah (CASM) supports the development and mentorship of emerging to mid-career contemporary and community artists looking to showcase innovative and contemporary arts practices.

The annual CASM exhibition program consists of six exhibitions. Three of the six exhibitions are allocated to individual artists, artist groups and curators through the expression of interest process.

Applications are assessed by a selection panel comprised of internal staff and independent arts professionals.

Each successful exhibition application, solo or group, will receive a flat payment of \$1,500 toward the development of new works and exhibition costs.

Successful applicants will be supported by CASM through the development of a detailed exhibition project plan and timeline schedule and the offer of ongoing mentoring.

It is recommended to discuss your exhibition application by appointment with the CASM Gallery Development Officer prior to submission.

Administration and Opening Hours

CASM is located at 63 Ormsby Terrace Mandurah, near the Mandurah City Administration building and is a short walk from the Mandurah Performing Arts Centre and the Alcoa Mandurah Art Gallery.

Administration Hours:

Tuesday to Friday 9.00am to 4.30pm

Gallery Opening Hours (during exhibitions):

Wednesday to Sunday – 10.00 am to 4.00 pm

Exhibition Duration and Cost

Application exhibitions are showcased for four weeks and five weekends.

The CASM gallery hire fee is determined by Council as per the City of Mandurah's Fees and Charges Schedule and is subject to change at the start of each financial year.

Insurance

The exhibitor is responsible for ensuring their artwork during transit and installation and whilst on display at CASM. All care will be taken to ensure careful and correct handling of artworks by CASM staff and volunteers.

Transport of Work

The exhibitor is responsible for all costs associated with transporting their work to and from CASM. Exhibitors are to liaise with the Gallery Development Officer for the delivery of work to the gallery prior to installation week. On exhibition close, the exhibitor must collect unsold work and packing materials on the designated de-installation day.

Installation

Installation occurs the week before the exhibition opening date and exhibitors will be required to deliver their works to CASM prior to the commencement of installation. CASM allows three to four days to install and one day to dismantle an exhibition. Exhibitors may be required to be in attendance and available to assist during installation week.

The Gallery Development Officer is responsible for the exhibition presentation and will direct installation of the exhibition in full collaboration with the artist.

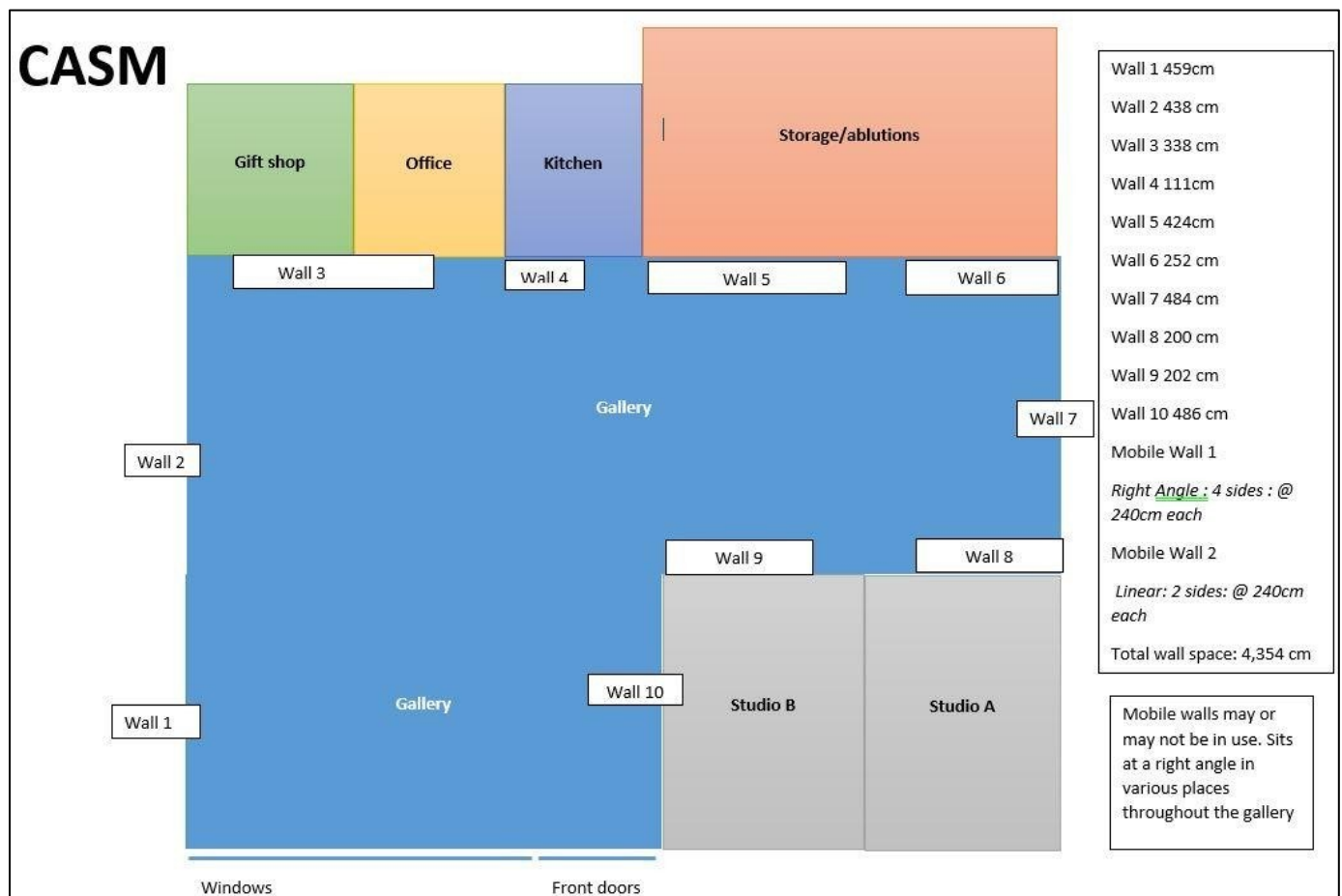
- All exhibition display requirements and works for display will be discussed during the development of the exhibition and confirmed with the Gallery Development Officer four weeks prior to the installation dates.
- Any multimedia requirements need to be discussed with and confirmed with the Gallery Development Officer four weeks prior to installation dates.
- All artworks must be ready to hang prior to installation. Wall works will be either hung from the hanging system or installed directly onto the gallery wall with the appropriate fittings. CASM's track system requires works to be hung using D-rings (with or without a string/wire line). Alternate hanging systems must be discussed prior to installation.
- CASM uses track lighting (wall washers and spotlights).
- CASM has a selection of plinths and shelving. Any infrastructure needs for artwork display outside of the gallery's stock is to be supplied by the artist.
- CASM will not accept responsibility for loss or damage to the exhibitor's own equipment.

Audio-visual equipment

CASM has the following audio-visual equipment:

- Four Hitachi CP-WU5505 data projectors
- Six Bluetooth head sets
- Evolve blue-tooth sound system
- Two wall mounted TVs
- Dedicated remote AV computers

Gallery Floor Plan



See our [facebook gallery](#) for past exhibition curation.

Sale of Works

CASM applies a sales commission of 20% to total sales during each exhibition period. The commission applies to works marketed and sold through the CASM gallery during the exhibition, or as a direct result of exhibition, for a duration of one month. GST is applicable for artists who are registered for GST.

Marketing and Promotion

Artists are required to provide text and images for marketing at designated times aligned with their provided exhibition timeline. The following marketing package is delivered by CASM:

- Posters 6 x A1 full colour on matt printing paper for gallery windows
- Digital and hard copy DL invitation and Instagram jpg
- Exhibition promoted in the Creative Mandurah monthly e-newsletter
- Exhibition advertised in the CASM website and calendar of events
- Exhibition advertised in Circuit magazine and online marketing tool
- Exhibition advertised in the Artist's Chronicle quarterly magazine
- Exhibition promoted in CASM's annual program booklet
- Social media articles in the CASM and City of Mandurah Facebook pages
- Inhouse sales / catalogue document
- Promotion to local media outlets

Engagement Opportunities

CASM collaborates with exhibiting artists to generate engagement opportunities for each exhibition including artist and/or panel talks, workshops and demonstrations. Successful applicants will be invited to participate in the development and presentation of these activities.

Opening Function

Opening function choices are 6.00pm - 7.30pm Friday evening or 2.00pm – 3.30pm on Sunday afternoon. CASM will manage RSVPs for all openings.

The artist is responsible for booking an industry professional to launch the exhibition and any special launch entertainment.

CASM will provide a limited selection of alcoholic and non-alcoholic beverages as well as catering for the opening night function. If the exhibitor requires anything specific or further catering this will be at the cost to the artist.

Selection Criteria

An exhibition is an important commitment on the part of both CASM and exhibitor. There may be a considerable time between accepting an exhibition and exhibiting the work, so it is important that any commitment to exhibit be considered seriously at the submission stage.

The selection panel will be looking for evidence of the following through your application and images:

- Clear communication of exhibition's intent
- How conceptually cohesive / critically-engaging is the proposal
- A pursuit of ideas and artistic excellence
- The supply of adequate written and support material to assess the proposal
- Consideration of the physical requirements of the exhibition space and artwork proposed
- The exhibition's ability to contribute to a balanced annual exhibition program
- The potential for public engagement opportunities

How to apply

Click here to apply online: <https://mandurah.formstack.com/forms/application>

Please check your application carefully to ensure that all material required for the application is included in your submission. The Gallery Development Officer is available to discuss your application prior to submission by appointment.

Please allow 12 weeks for application processing and feedback.

Contact

For further information please contact: Gallery Development Officer

Carolyn Marks

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