

2025 Community Exhibition Application Form

Form Preview

General Information

* indicates a required field

Town Hall Gallery Community Exhibitions Program

The Town Hall Gallery Community Exhibitions Program provides an exhibition space at no charge to community groups, emerging or unrepresented artists, and schools from the municipality to exhibit a series of works in a professional gallery space. Town Hall Gallery is particularly interested in uplifting the voices of Aboriginal and Torres Strait Islander peoples, culturally diverse, LGBTQIA+, people with disability and people who are D/deaf.

Each exhibition lasts approximately 4-6 weeks and there are up to 12 exhibitions scheduled per year.

Before submitting your application, please read the [Community Exhibition Application Guidelines](#).

For assistance completing the application or for questions and more information, please contact the Curatorial Team, by email townhall.gallery@boroondara.vic.gov.au or phone (03) 9278 4770.

Important Dates:

Applications Open: Monday 22 April 2024, 9:00am

Application Deadline: Sunday 16 June 2024, midnight (end of day).

Applicants will be notified of outcomes in writing by Monday 26 August 2024.

I have read the Town Hall Gallery Community Exhibition Application Guidelines *

☐ Yes

Privacy Information

The personal information requested on this form is being collected by Council in order for us to process your application. The personal information will be used solely by Council for processing your application and will not be disclosed to any other party except as required by law. If this information is not collected we may not be able to consider your application.

If you opt to join our mailing list, please note that the contact information requested on this form is being collected by the City of Boroondara for the purpose of signing willing individuals to the Arts and Culture mailing list. The contact information will be used solely by the City of Boroondara for the primary purpose of direct marketing or related purposes.

Applicants may apply to Council to access and/or amend the information provided. Requests for access or amendment should be made to the Council's privacy officer.

Applicant Information

* indicates a required field

Contact Details

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Applicant *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Pronouns

Are you applying as an individual or a group? *

☐ Individual

☐ Group

School groups, small arts organisations, historical groups or libraries are encouraged to apply.

Name of group (if applicable)

Primary Address *

Address

Suburb State Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Must be an Australian postcode.

Postal Address (if different from Primary Address)

Address

Suburb State Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Must be an Australian postcode.

Primary Phone Number *

Must be an Australian phone number.

Additional Phone Number

Must be an Australian phone number.

Email *

Must be an email address.

Website (if applicable)

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Must be a URL.

Social Media Handle (if applicable)

Would you like to join our mailing list? Please specify below

- ☐ Town Hall Gallery E-Newsletter
- ☐ Boroondara Arts E-Newsletter
- ☐ Boroondara Creative Network E-Newsletter
- ☐ No

Australian Business Number

Do you have an ABN? *

- ☐ Yes
- ☐ No

ABN is an Australian Business Number

Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Eligibility Criteria

To be eligible for the Community Exhibitions program, applicants must meet at least one of the following criteria.

Please tick all that apply to you or the participants in your group *

- ☐ An emerging artist living in Boroondara
- ☐ An emerging artist working in Boroondara

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- ☐ A practicing artist not represented by a commercial gallery living in Boroondara
- ☐ A practicing artist not represented by a commercial gallery working in Boroondara
- ☐ Students at a school/institution located in Boroondara
- ☐ A School, University or TAFE group based in Boroondara
- ☐ An historical group or community group based in Boroondara
- ☐ An arts organisation or arts community group based in Boroondara
- ☐ Aboriginal and Torres Strait Islanders who live, work or study in the Inner East Region (Boroondara, Monash, Manningham or Whitehorse)

To be eligible for the Town Hall Gallery Community Exhibitions program applicants must meet at least one of the above criteria. Artists/groups who have exhibited in the Community Exhibitions program in the two years prior will not be considered. Community groups may still submit a proposal if a majority of artists featured have not exhibited in the past two years. Applicants to the Boroondara Summer Salon will not be excluded from future opportunities to exhibit with the Community Exhibitions program.

Demographic Information

The demographic information gathered below is private, and will not be shared with the public. The information gathered will be used for reporting purposes, and to ensure we can include a diverse representation within our program.

Gender

For group applications, list numbers for each gender, or percentage breakdown.

Age

For group applications list ages or age bracket.

Do you or any of the participants belong to any of the following communities?

- ☐ Aboriginal
- ☐ Torres Strait Islander
- ☐ Other First Nations Community
- ☐ Culturally or Linguistically Diverse
- ☐ LGBTQIA+
- ☐ Disability Community
- ☐ Deaf Community
- ☐ Other:

Please tick all that apply. This question is optional.

Where did you hear about this program?

Exhibition/Project Information

* indicates a required field

Please describe your artistic practice. *

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Word count:

Must be no more than 250 words.

This could be your bio, what interests you as an artist or what kind of artwork you make.

What are you submitting? *

☐ Exhibition proposal or the Boroondara Summer Salon

☐ Boroondara Summer Salon only

Please see Application Guidelines for further information on the Boroondara Summer Salon. Applicants can submit multiple works for consideration to the Boroondara Summer Salon but only one work per artist will be selected

The following questions relate to applicants submitting an exhibition proposal or applying for the Boroondara Summer Salon.

Proposed exhibition title *

If this is a group exhibition, please list the names of the people involved:

What is the concept of your exhibition? What themes or topics do the artworks explore? *

Word count:

Must be no more than 250 words.

What idea do you have to share?

Please provide a brief outline of the works to be displayed (mediums, size, number of works), and how they will be displayed in the space. *

Word count:

Must be no more than 150 words.

What will the exhibition look like?

How does this project relate to the Boroondara community? *

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Word count:

Must be no more than 150 words.

How will this project benefit your development as an artist or help your organisation? *

Word count:

Must be no more than 150 words.

Will any of your works be for sale? *

- ☐ Yes
☐ No

Have you exhibited in the Town Hall Gallery Community Exhibitions program before? *

- ☐ Yes
☐ No

If yes, which year did you exhibit?

Would you be willing to exhibit in a group format with other artists? *

- ☐ Yes
☐ No

For solo artist applicants, with a limited number of works, the Curatorial Team may suggest that your works be shown alongside other solo artists in a group exhibition put together by the Curatorial Team. This may be a condition of the acceptance of your proposal.

Would you like to be considered for the Boroondara Summer Salon? *

- ☐ Yes
☐ No

Due to a high volume of applications and limited spaces available, the Curatorial Team may recommend your work for inclusion in the Boroondara Summer Salon. This may be a condition of the acceptance of your proposal. The Boroondara Summer Salon will take place in December 2025. Participation in the Boroondara Summer Salon will not exclude you from future opportunities to apply for the Community Exhibition Program.

If successful, curators will allocate approximately 4-6 weeks to your exhibition in our program calendar. Please indicate if there are any times during the 2025 calendar year that you are unable to exhibit due to other commitments: *

The following questions relate to applicants applying for the Boroondara Summer Salon only.

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What is the concept of your artwork/s? What themes or topics does your artwork/s explore? *

Word count:

Must be no more than 250 words.

Tell us about your artwork/s

Please provide details about your work: title, date created, medium, size *

Word count:

Must be no more than 200 words.

For multiple works, include a space between each description

What does being part of the Boroondara community mean to you? *

Word count:

Must be no more than 250 words.

Tell us what it would mean to be part of the Boroondara Summer Salon

Will any of your works be for sale? *

- ☐ Yes
☐ No

Have you exhibited in the Town Hall Gallery Community Exhibitions program before? *

- ☐ Yes
☐ No

If yes, which year did you exhibit?

Support Material

*** indicates a required field**

Images

Please upload between 1 and 8 images of your work. Artists submitting an exhibition proposal are strongly encouraged to submit a minimum of 3 images.

All images must be JPEGs and must be titled in the following manner:

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Artist Name_Title of work_Date of making.jpg

For example: Jane Jones_Happy Sky_2019.jpg

Smarty Grants recommends keeping your file size under 5MB.

Upload an image of your work *

Attach a file:

Provide the

Image details

Please provide the details of your work - title, year, materials, dimensions

Upload an image of your work

Attach a file:

Image details

Please provide the details of your work - title, year, materials, dimensions

Upload an image of your work

Attach a file:

Image details

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Attach a file:

Image details

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Upload an image of your work

Attach a file:

Image details

Please provide the details of your work - title, year, materials, dimensions

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Attach a file:

Image details

Please provide the details of your work - title, year, materials, dimensions

Upload an image of your work

Attach a file:

Image details

Please provide the details of you work - title, year, materials, dimensions

Curriculum Vitae / Resume

This section is optional. For applications by artist, or artist groups, please upload a CV for all involved artists. CVs should be no more than one A4 page in length.

This is not required for school groups or community groups.

Upload CV (if relevant)

Attach a file:

CVs can be uploaded as a pdf or word document. Multiple files can be uploaded for group applications.

Optional Additional Support Material

This section is optional. Applicants can upload additional content that may be relevant to their application as a pdf, word doc or jpeg.

Additional Support Material

Attach a file:

A maximum of 1 file may be attached.

Would you like to add anything else?

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Word count:
Must be no more than 50 words.