

## Art Workshop Proposal for Riddoch Art Gallery

The Riddoch Art Gallery workshop space is available to hire by individual art facilitators, community groups and professional artists.

If you are interested in facilitating a workshop at the Riddoch Art Gallery, please provide the following details for consideration. High resolution digital images or samples of work must also be included in your submission (which may also be used for promotional purposes).

Your proposal will then be reviewed by a committee of Riddoch staff. Workshops will be considered based on numerous factors including teaching experience, quality of works and community interest and demand. The workshops will be scheduled with consideration to facilities availability and pricing.

If you have a great idea for a workshop we would love to hear from you!

### WORKSHOP SPACE HIRE FEES

Hire Period*	
3 hours	\$100
6 hours	\$160

After hours arrangements may incur additional costs

\*Includes time for setup and pack down

Unless special arrangements are made, access is limited to our opening hours:

Monday - Friday 10am - 5pm

Saturday & Sunday 10am - 3pm

### YOUR DETAILS

Today's Date   /   /

Company/Organisation (if applicable)

Your Name

Postal Address

City  State  Postcode

Mobile           Phone

Contact Email

Website (if applicable)

ABN (if applicable)

Are you registered for GST?  Yes  No

Are images attached?  Yes (USB/CD/Photos)  Yes (email attachment/web link)

## WORKSHOP DETAILS

Title of workshop

Dates and times for proposed session/s

Proposed cost per participant

Min. number of participants

Max. number of participants

Suitable for which age group

Skill level of participants

Beginner

Intermediate

Advanced

**Please provide a full description of workshop** (eg. skills & techniques covered, aims for the workshop etc.  
- attach additional info if required)

## WORKSHOP DETAILS CONTINUED

### Please list materials and equipment required for the workshop

Please note that you will be the responsible person for the operation of equipment.  
Any electrical equipment must be tested and tagged before it can be used.

#### Materials/equipment you will supply

#### Materials/equipment you request from the Riddoch

Please list below any items that could be considered hazardous that will be used in the workshop (such as blades, chemicals, aerosols, power tools etc.)

Please list any special requirements the workshop space would require to run your specific workshop (eg. running water, exhaust fan, electricity, dark room, quiet space, special setup or pack down)

## YOUR PROFILE

Please tell us a little about yourself (for promotional purposes - attach additional info if required).

Thank you for your interest in our creative space. Please return this form via:

**Email**      riddoch@mountgambier.sa.gov.au

**Mail**        Riddoch Art Gallery  
                PO Box 56, Mount Gambier SA 5290

**In person**   Riddoch Art Gallery & Main Corner Complex – 1 Bay Road, Mount Gambier