

Overview

Lighthouse Arts, an initiative of the Hunter Writers' Centre (HWC), is a multi-arts activation of Nobbys-Whibayganba headland cottages, and supports the region's unique and diverse arts, culture, and tourism.

Lighthouse Arts has a non-hire exhibition space and welcomes exhibition proposals from artists, designers, curators, community and cultural groups. We value socially engaged, research-based, and experimental projects that will captivate and challenge our audiences.

Our exhibitions are developed in line with our mission and purpose:

- ☐ We nurture, empower, and amplify the writing and creative arts culture of the Hunter Region.
- ☐ We promote a culturally inclusive and diverse arts space.
- ☐ We are committed to support, promote and engage with local creatives - both emerging and established.

We strongly encourage applications from First Nations artists, artists from culturally and linguistically diverse backgrounds, d/Deaf and Disabled artists and LGBTQIA+ artists.

In accordance with Lighthouse Arts' commitment to inclusivity and community access, content presented for exhibition must be respectful and tolerant. Lighthouse Arts reserves the right to refuse to hang any artworks deemed unsuitable for the exhibition for any reason to maintain the integrity we are building for Lighthouse Arts.

Lighthouse Arts reserves the right to close the site during the exhibition in the event of severe weather or other reasons such as security issues or work on the site.

Delivery, Install and De-install

The Exhibition Space and the Arts Trading Store are in a heritage-listed building. This is not a regular site. It is part of the working port and vehicle access to the site is restricted. Prepare your install carefully and advise Lighthouse Arts in advance of access requirements.

Artists are responsible for the installation and de-installation/packing of the exhibition.

Installation of exhibitions is on the Tuesday of the week of the opening. Access to the site for delivery and installation is coordinated by Exhibitions Coordinator. Artists are expected to install their own exhibition and HWC staff are available to assist, consult and advise.

Artists are responsible for transporting their artwork to and from Lighthouse Arts, including all freight costs. Works which are required to be delivered prior to the set installation date must be negotiated with Lighthouse Arts Exhibitions Coordinator in writing prior to delivery.

Efforts must be made on the part of the Artist to abide by heritage regulations and care of site:

- ☐ Framed artworks must arrive “ready to hang” with d-rings attached. Lighthouse Arts does not supply d-rings.
- ☐ All work must arrive “ready to hang/setup” for installation prior to arrival.
- ☐ Artists **must not** drag equipment and must take extreme care not to drop anything on the timber floors.
- ☐ Artworks must not be affixed directly to the walls.
- ☐ Do not affix anything to the walls.
- ☐ Do not remove any item that we have affixed to the walls.

Lighthouse Arts offers:

- ☐ Hooks and nylon cord to hang framed artworks from fixed picture rails.
- ☐ Plinths
- ☐ Spirit level
- ☐ Small step

Artists are required to collect unsold works on the Monday following the end of the exhibition.

Marketing and Promotion

Prior to exhibition, Lighthouse Arts requests Artists to provide the following, for promotional, marketing, and archival purposes:

- Images of artwork/s
- artist/group statement of 1 - 3 paragraphs

- typed list of all artworks in exhibition with the following details:
 - title of artwork
 - artwork medium
 - size of artwork
 - price

In providing the images of the artwork, the Artist gives perpetual, irrevocable, royalty-free and worldwide license to Hunter Writers' Centre to reproduce, publish and communicate the images to the public for the purpose of promoting the exhibition and Lighthouse Arts. The Artist acknowledges the images may be altered (e.g. cropped) for use. Hunter Writers' Centre agrees to acknowledge the copyright owner/holder with a photo credit where possible. Copyright remains with the Artist.

Lighthouse Arts offers the following marketing and promotional services for each exhibition:

- Dedicated webpage on Lighthouse Arts & Hunter Writers' Centre webpage
- Facebook Event Page
- Social media promotion in the lead-up and throughout exhibition dates
- Event invite
- E-newsletter promotions
- Media release
- Catalogue floor sheet

The Artist must provide a key contact for all marketing and media related enquiries.

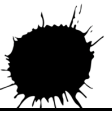
Social Media Platforms and Cross-Promotion

Lighthouse Arts maintains the following online platforms:

- Website: www.lighthousehousearts.org.au
- Facebook page @LighthouseArtsNewcastle
- Instagram @LighthouseArtsNewcastle
- TikTok @LighthouseArtsNewcastle

PLEASE NOTE: The correct way to refer to the location of Lighthouse Arts is **Nobbys-Whibayganba headland**.

We encourage cross-promotion between Lighthouse and the Artist. Please tag Lighthouse Arts in all social media posts. This enables us to share and promote you.



Sales

Lighthouse Arts is responsible for the processing all sales of works related to the exhibition and takes a 30% commission (+ GST) on all artworks sold through the exhibitions or Lighthouse Arts Trading Store. Works cannot be sold separately via other platforms prior to or during the exhibition.

If Artists are registered for GST, they must factor this into the sales price provided.

Artists are required to provide Lighthouse Arts with either a current ABN or a signed [Statement by a Supplier](#) form and their bank details. For explanation, please visit the [ATO website](#).

Artists will receive payment via Direct Transfer within four (4) weeks from the end of the exhibition.

Sometimes, customers will require to take their artworks on the day of purchase. In this instance, Artists will be notified and may be provided the opportunity to replace the sold work if time permits.

Opening Functions

Lighthouse Arts does not hold exhibition openings; however, the Artist must commit to an Open House, Meet the Artist, or similar event during the exhibition to invite further engagement with the public.

Insurance

Lighthouse Arts has public liability and normal business insurance.
all due care is given during handling and display of artwork.
It is the artist's responsibility to arrange artwork insurance.

Staffing and Key Contacts

Katherine McLean – Director
director@hunterwriterscentre.org

Clare Weeks - Exhibitions Coordinator
exhibitions@hunterwriterscentre.org

Lighthouse Arts: Exhibition – Artist Agreement

HUNTER
WRITERS
CENTRE



PO Box 494 The Junction NSW 2291 | ABN: 44 903 609 935 | www.lighthousearts.org.au

Exhibition opening hours: Saturday – Sunday 10am – 4pm

Weekend Staffing: Lighthouse Arts employs staff during the weekend opening hours.

Executed as an Agreement

SIGNED BY THE ARTIST

SIGNATURE:

NAME (please print):

EMAIL:

PHONE CONTACT:

DATE:

SIGNED BY HUNTER WRITERS' CENTRE

SIGNATURE:

NAME (please print):

DATE: