

2026 Exhibition Season Terms and Conditions

175 The Parade, Norwood SA 5067
PO BOX 204, Kent Town SA 5071

Telephone 8366 4555
Email townhall@npsp.sa.gov.au
Website www.npsp.sa.gov.au
Socials [f /cityofnpsp](https://www.facebook.com/cityofnpsp) [@cityofnpsp](https://www.instagram.com/cityofnpsp)
ABN 11 390 194 824



City of
Norwood
Payneham
& St Peters

Key Dates

Artist call out closes	Tuesday 8 October 2025
Artists notified	By Monday 20 October 2025
Fringe Registrations (where applicable)	By Thursday 30 October 2025
Marketing images and collateral	Minimum six (6) weeks before exhibition opening
Artist Consignment Note*	Delivered with artwork
Delivery of artworks	Minimum five (5) days before exhibition opening or as outlined in exhibition agreement
Collection of artworks	During agreed de-installation period

The Council Provides

- Curatorial advice
- Installation assistance
- Printed exhibition floor sheet
- Digital marketing via Council's social media
- Opening event coordination (as appropriate)
- Support in producing associated activations with exhibition, such as artist talks and workshops

Exhibition Selection

Applications from established and emerging artists, art collectives and curators will be considered. Exhibiting Artists are selected by an Arts & Culture Panel who consider the following criteria:

Artist(s) capacity	Artists who have an exhibition prepared or an exhibition concept ready for consideration for the 2024 season.
Medium	The panel will consider the 2024 exhibition season as a whole to showcase different creative mediums within the annual program. This may include digital, visual and performing arts mediums.
Artistic merit and strength of exhibition concept	Present a well-defined exhibition rationale and coherent body of work.
Uniqueness	Introduce new ideas, concepts, artworks, techniques and experiences
Potential audience engagement	Draw and appeal of artworks to attract new audiences

Suitability to location	The artwork should be appropriate in scale, material, form and content for the cultural and physical environment in which it is to be exhibited. The artist has considered exhibition layout and use of space.
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Other Considerations

- Preference will be given to artists residing in or working within our City.
- Artists may display a maximum of once every two years.
- Priority is given to artists who have not previously or recently exhibited in the Council's exhibition spaces.
- No work will be accepted that creates unsafe conditions or factors that may bear on public liability or use of the gallery.
- The artwork must be in good condition.
- All artwork must be hang ready (if appropriate).
- All artwork must be in compliance with current copyright laws.
- Whilst artists can nominate a preferred exhibition location and date, the Exhibition Assessment Panel will make a final decision based on availability as well as other programming considerations.
- Please be aware that there are a limited number of exhibition timeslots available within the annual program, therefore submission of a proposal is not a guarantee of acceptance.
- Successful applicants will be required to enter into a formal agreement with the City of Norwood, Payneham & St Peters before commencement of their exhibition.

Installation & De-Installation

The Artist is responsible to install and de-install their artwork on the agreed dates.

Fees, Sales and Payment

There will be no charge for use of the exhibition space for the 2026 Exhibition Season and a 20% commission will be applied to sales of work, to be confirmed at the installation stage.

Artists must notify the Arts Officer, Emma Comley, if an artwork has been sold. The Council will then place a red dot alongside the artwork to indicate it is no longer for sale.

Sold artwork must be exhibited for the duration of the exhibition and the Artist is responsible for arranging collection of purchased artwork during the de-installation period.

Publicity Material

City of Norwood, Payneham & St Peters will approve any marketing material, exhibition titles and descriptions for publicity. Please include in your event promotion, 'Proudly supported by the City of Norwood Payneham & St Peters.'

The artist will be provided with hashtags, logos and style guide as appropriate.

Conditions

1. The Council grants, and the Artist accepts, a non-exclusive and revocable licence to display the Artwork in the Exhibition Area for the Term and on the conditions set out below.
2. The artwork will be displayed in the Exhibition Area for the duration of the Term unless agreed otherwise between the Artist and the Council. The Exhibition Area will be open to the public during venue opening hours.
3. The location of the Artwork within the Exhibition Area will be subject to availability and determined by the Council at its discretion in all respects. The Council reserves the right to relocate the Artwork within the Exhibition Area at any time for safety reasons and will provide the Artist with reasonable prior notice of any such relocation, except in the case of an emergency.
4. The Artist will be responsible for installation, maintenance, repair and removal of the Artwork at the Exhibition Area and must provide prior notice to the Council to request access to the Exhibition Area for this purpose. The Artist must remove the Artwork from the Exhibition Area upon the expiration or earlier determination of this Agreement.
5. The Artist must not permit, cause or contribute to any damage to the Exhibition Area or any Council property in installing, maintaining, repairing or removing the Artwork at the Exhibition Area or otherwise in connection with this Agreement. If the Artist causes any such damage, the Artist must immediately notify the Council and may be liable for the costs of works undertaken by the Council to rectify the damage to the Council's satisfaction in all respects.
6. The Artist must comply with all reasonable directions given to the Artist by any employee or officer of the Council in relation to this Agreement or the display of the Artwork at the Exhibition Area.
7. The Council may enter the Exhibition Area at any time without prior notice for any reason, and may close or restrict access to the Exhibition Area in an emergency, including where required by relevant legislative requirements and emergency management directions.
8. The Artist must take out and keep current during the Term insurance in respect to the Artwork to its total replacement value and must give the Council a certificate evidencing the currency of such insurance policies.
9. The Council does not warrant that the Exhibition Area provided will be suitable for the Artwork. The Artist provides the Artwork and uses the Exhibition Area at their own risk and releases the Council from any liability to the fullest extent permitted by law.
10. The Artist is liable for and indemnifies the Council against, and releases the Council from, all actions, liabilities, penalties, claims or demands for any loss, damage, injury or death incurred or suffered directly or indirectly in connection with the granting of this Agreement or the display of the Artwork in the Exhibition Area, except to the extent caused or contributed to by the negligence or default of the Council.
11. The Council is a member of the Local Government Association Mutual Liability Scheme and maintains public liability cover with respect to the Exhibition Area.
12. The Council may cancel this Agreement at any time by giving written notice to the Artist for any reason in the Council's discretion.