



Exhibition Entry Rules & Advice

Exhibition of Photography 2018

U3A Melbourne City Inc.
A0045765E - ABN 84 932 435 817

Telephone: 0421 911 098
Email: u3aphotoex@gmail.com

“New Shoots” 2018

The U3A Melbourne City is holding its fourth annual photography exhibition Victorian Seniors Festival in October 2018. It will showcase the remarkably creative talents of U3A Melbourne City members. The Photographic Exhibition Team is committed to providing this annual exhibition at the lowest possible cost to exhibitors.

Exhibition Key Dates

Register your intention to exhibit	Saturday 1 September 2018
Deliver mounted pictures to gallery	Thursday 4 th Oct 2018 10:00am – 2:00pm Friday 5 th Oct 2018 10:00am – 2:00pm
Exhibition launch	Friday 12 Oct 2017, 5.00pm – 8.00pm
Open for public viewing	Saturday 6 th Oct to Sunday 21 st Oct 2018 Mon-Fri: 10:00am – 6:00pm Sat & Sun: 10:00am – 4:00pm
Collect mounted pictures from gallery	Monday 22 nd Oct 2018 10:00am – 2:00pm Tuesday 23 rd Oct 2018 10:00am – 2:00pm
Gallery address Collins Place Gallery, Shop 19, Ground Level, Collins Tower, 45 Collins Street, Melbourne (<i>Sofitel Entry</i>) Collins Place on Google Maps	Further information Website: U3A Melb City Photography Email: u3aphotoex@gmail.com Phone: 0421 911 098

The Gallery

The **Collins Place Gallery** is situated in Shop 19, Ground Floor, Collins Place, 45 Collins Street. It is owned and managed by AMP Capital (part of the AMP Group). We are very grateful to this organization for providing this venue free of charge, in support of our ‘not for profit’ status.

This glass fronted gallery is adjacent to the escalator entrance of the Sofitel Hotel, and is therefore adjacent to a high concentration of foot traffic both to and from the Collins Place ‘Great Space’, which houses the Kino Cinema and various high profile shops and restaurants.

Exhibition Entry Requirements

There is no entry fee to exhibit in New Shoots 2018. There will, however, be a hanging fee of \$7 per mounted photograph (payable on delivery to the gallery), to cover the cost of hire of the specific hanging tabs and wires used at the gallery. To exhibit you must be **a current U3A Melbourne City member** and may submit a maximum of three (3) photographs. The subject/content is of your choosing. There are no time restrictions on when photographs were taken.

1 Presentation

Photographs may be monochrome, black and white or colour.

As with last year the focus is on the image, not the frame. This means you can concentrate energy on preparing your photo for printing and mounting, but not framing. This will also minimise your expenses. The Gallery does not have sufficient hanging systems to handle the weight of frames.

If there is sufficient demand among exhibitors, a workshop will be provided to cover the sizing of images for printing, resizing an image to a lower resolution and the various ways of mounting photos for gallery hanging. If offered, details of a workshop and the mounting/hanging requirements will be sent to all registered exhibitors.

Minimum image sizes for photographs - at least 203mm (20.3cm or 8 inches) on the shortest side (image size is the actual size of the photographic image on the paper, not the overall paper size or mount dimensions)

Maximum mounted size for photographs - 700mm (70.0cm or 27.5 inches) on the longest side



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2 Registration

The most important first step is to register your intention to exhibit **by no later than Saturday 1 September 2018**, by submitting the Registration Form (copy attached), even if you cannot supply the number of photos, image names or the JPEG image files. The actual image information can follow on as soon as you have finalised it.

To submit entries for the exhibition, exhibitors must complete the “**New Shoots 2018 Registration Form**” and email it to u3aphotoex@gmail.com, or post to PO Box 827, Moonee Ponds, VIC, 3039 or hand deliver to the U3A Melbourne City Office (Suite 1, Level 5, Greek Centre, 168 Lonsdale Street, Melbourne 3000) marked ‘New Shoots Exhibition Registration Form’ by **Saturday 1 September 2018**.

When emailing your final JPEG images (not required by 1 Sept) please name the files exactly the same as entered on your Registration Form, e.g: **Image file** names should comprise your U3A Member Number (xxxx), the suffix 1, 2, or 3 (e.g., xxxx - 1, xxxx - 2, xxxx - 3) and, if possible, a unique title (refer the Registration Form).

As space at the gallery is limited we may need to restrict the total number of entries. Please register early. If you register then subsequently cancel, please advise us as soon as possible.

3 Delivery and pickup of exhibits

Write your name, U3A member number and the title on the back of each of your exhibits.

Deliver your exhibits to the gallery only on either of the following two days:

Thursday 4th Oct 2018 or Friday 5th Oct 2018 (10:00am – 2:00pm). They cannot be accepted at any other times.

A venue map, including public transport and car parking information, is in the ‘Resources’ section below.

You must collect your exhibits from the gallery only on either of the following two days:

Monday 22nd Oct 2018 or Tuesday 23rd Oct 2018 (10:00am – 2:00pm). They cannot be collected at any other times.

Exhibits not collected will be responsibility of the photographer. The gallery is unable to store uncollected exhibits.

4 General information

All entries must originate from a photographic image (or images) taken by the exhibitor. The copyright of all elements of a picture must belong to you. ClipArt and royalty-free images are not permitted.

Entries submitted for the U3A Melbourne City ‘Never Too Old to Shoot’ exhibition in 2014, ‘Draw and Shoot’ exhibition in 2015, ‘New Shoots 2016’ and ‘New Shoots 2017’ are not eligible for this 2018 exhibition.

The U3A Melbourne City Photograph Exhibition Team’s decision on hanging arrangements is final. The Team reserves the right to reject any image considered unacceptable for public viewing.

Whilst every precaution will be taken with entries, U3A Melbourne City cannot accept responsibility for loss or damage.

There will be a Visitors’ Book where visitors who wish to know more, contact exhibitors or find out how to buy or access other photos can comment. U3A will direct their comments to you individually. Gallery staff will not provide personal information to visitors.

All entrants will receive a digital PDF copy of the Exhibition Catalogue; limited hard copies will be available at the gallery.

5 Resources & Help

If you have any questions concerning any aspect of the exhibition, or need help in selecting suitable images, sizes, or information about printing and/or mounting options please contact the Exhibition Team via our email (u3aphotoex@gmail.com) or our dedicated mobile phone (0421 911 098).

6 Getting to the Gallery

TRAINS – take any loop train to Parliament Station (Spring Street exit).

TRAMS – Tram numbers 11 (West Preston–Victoria Harbour Docklands), 48 (North Balwyn–Victoria Harbour Docklands), 109 (Box Hill–Port Melbourne), in Collins St and alight at Stop 8 (cnr Spring and Collins Sts)

PARKING – there is limited street parking in Collins Street, Spring Street and Flinders Lane. Paid car parks are Secure Parking at 12-20 Flinders lane and Wilson Parking at 37-45 Flinders Lane.



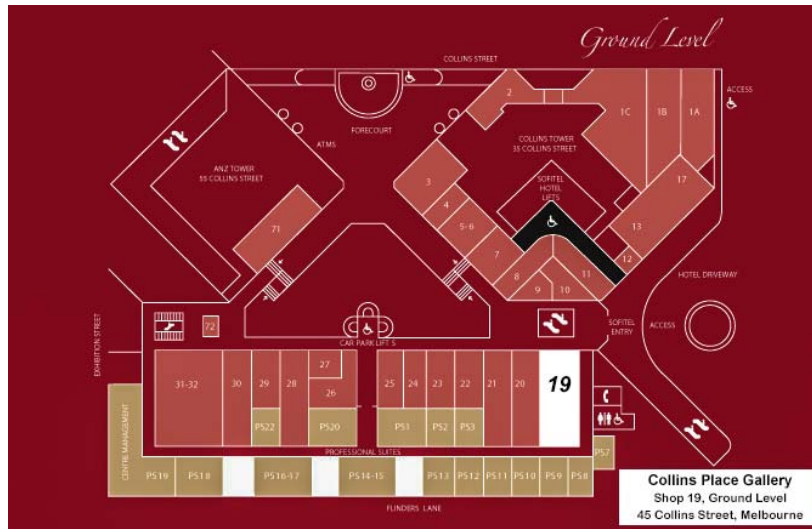
"New Shoots – 2018"

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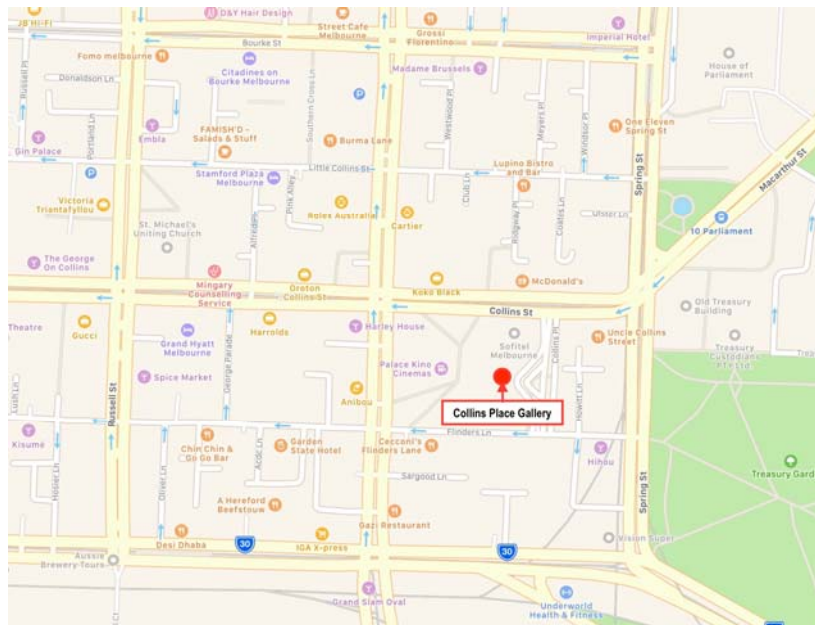
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Gallery Location within Collins Place (Shop 19)



Gallery Location on Google Maps





U3A Melbourne City

“New Shoots”

Exhibition of Photography 2018

U3A Melbourne City Inc.

A0045765E ABN 84 932 435 817

MELBOURNE VIC 3000

Telephone (03) 9639 5209

Email: citymelb@u3a.org.au

Web: www.u3amelbcity.org.au

Exhibitor Registration Form

Submit by 1 September 2018

Even if you do not know which photographs you will exhibit in October, 2018 please register your intention to exhibit by submitting this form with “TBN” in the bottom table, and re-submit the form when your photos, titles, mount sizes and orientations are finalized.

Exhibition Dates/Times Open for Public Viewing	Saturday 6 th Oct to Sunday 21 st Oct 2018 Mon-Fri: 10:00am – 6:00pm Sat & Sun: 10:00am – 4:00pm
Picture Delivery Date/Time Bump-In on 2 optional days	Thursday 4 th Oct 2018 10:00am – 2:00pm Friday 5 th Oct 2018 10:00am – 2:00pm
Picture Collection Date/Time Bump-Out on 2 optional days	Monday 22 nd Oct 2018 10:00am – 2:00pm Tuesday 23 rd Oct 2018 10:00am – 2:00pm
Exhibition Launch - by invitation only	Friday 12 th Oct 2018 5:00pm – 8:00pm
Venue and Delivery Address: Collins Place Gallery, Shop 19, Ground Level, Collins Tower, 45 Collins Street, Melbourne, 3000 (adjacent Sofitel Entry) Collins Place on Google Maps	Further information: WebSite: U3A Melb City Photography Email: u3aphotoex@gmail.com Phone: 0421 911 098

EXHIBITOR'S DETAILS

Name of exhibitor:	
U3A Member No:	
Email of exhibitor:	
Contact phone number:	
Address:	

Please list proposed exhibits in order of preference

Picture ID U3A Member No. + 1,2,3	Picture Title	Mount Size Outside Dimensions (e.g.) 430mm (H) x 580mm (W)	Orientation Portrait <u>or</u> Landscape
- 1			
- 2			
- 3			

Please complete and email to u3aphotoex@gmail.com or post to PO Box 827, Moonee Ponds, VIC, 3039 or hand deliver to U3A Office: Suite 1, Level 5, Greek Centre, 168 Lonsdale Street, Melbourne 3000, marked ‘New Shoots Exhibition Registration Form’.