

COMMUNITY SERVICES

Perc Tucker Regional Gallery

GST: All costs are GST inclusive (unless otherwise stated)

Hire Price Sheet - For Profit Organisation

Hire Fee

Initial Hire Fee	\$200.00
Plus Per Hour Fee	\$70.00
Sunday incurs a 20% increase	

Access

During Gallery hours	\$200.00
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Equipment Hire

PA and lectern	\$20.00
Slide projector/screen - used on premises – (per day)	\$50.00
Power point projector - used on premises – (per day)	\$200.00
Piano – Steinway Baby Grand	\$50.00
Piano – tuning	\$95.00

Catering Hire

Kitchen facilities (includes the use of glass and crockery but does not include tidy up or cleaning.)	\$50.00
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Setup Fee

Function set up/pack up includes PA/lectern, 4 tables, and 100 chairs (depending on availability of floor space.)	\$50.00
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Merchandise

The Gallery reserves the right to a 30% commission on all sales

Deposit

Minimum deposit required is the base hire fee	\$200.00
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Deposit is held in trust until the final checklist of charges is complete.
The deposit will be deducted from the amount owed on the final invoice



Perc Tucker Regional Gallery

Hire Price Sheet – Community / Non Profit Organisations

Hire Fee

Initial Hire Fee	\$150.00
Plus Per Hour Fee	\$50.00

Access

During Gallery Hours	\$100.00
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Equipment Hire

Public address system and Lectern	\$20.00
Slide Projector / Screen - used on premises – (per day)	\$50.00
Power Point Projector - used on premises – (per day)	\$60.00
Piano – Steinway Baby Grand	\$50.00
Piano – Tuning	\$95.00

Catering Hire

Kitchen Facilities (includes the use of glass and crockery but does not include tidy up or cleaning.)	\$50.00
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Setup Fee

Function Set Up/Packup includes PA/Lectern, 4 Tables, 100 chairs (depending on availability of floor space.)	\$50.00
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Merchandise

The Gallery reserves the right to a 30% commission on all sales

Deposit

Minimum deposit required is the base hire fee.	\$150.00
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Artwork Loan Charges

Perc Tucker Regional Gallery

Standard charge for any first loan or changeover:

\$275 per year for one artwork, or \$375 for 6 months.

\$350 per year for a loan of up to 5 artworks, or \$400 for 6 months.

A renewal fee is just \$200, only applicable for year long loans.

With the addition of:

1. Value charge – 5% of value of each artwork on loan

2. GST - 10% of total

3. Borrower to insure work and provide certificate of currency or similar evidence of insurance:

In most cases, the borrowed works can be covered by existing insurance policies.

The Gallery will provide a proposed selection of artworks to the Borrower with a quotation and details of hanging requirements. The Gallery will install the works at the Borrower's premises and provide suitable labelling.

After finalising the selection of works, a contract will be forwarded to the Borrower for confirmation and signature. The Borrower will be invoiced for the full period of the Loan Agreement, usually 12 months.

At the conclusion of the loan the Gallery will contact the Borrower and offer to extend the loan, or change the works as requested. A renewal fee as above will apply.

Sale of Artwork on Exhibition at Perc Tucker Regional Gallery

SALE OF WORK

The Artist:

(a) Will provide the Gallery with a price list of the works. Any works sold will not be removed until the conclusion of the exhibition, unless agreed otherwise.

The Gallery:

(b) Will sell the work on behalf of the Artist and charge a 30% commission inclusive of GST to cover administrative costs. Payment to artist will be made 30 days after the conclusion of the show. The artist must provide a price list stating if the prices are inclusive or exclusive of GST.