

PART 1: CONTACT INFORMATION

Name:			
Organisation:			
Postal address:			
Contact number:			
Email:			
Parliamentary Host:			
To support this application, it must be accompanied by a supporting letter by a parliamentary host and a portfolio. Please refer to the Exhibition Policy (see 4.8) and Guidelines (see 3.1).			
Please tick that you have attached the following:			
Letter of support by Parliamentary host Portfolio			
PART 2: EXHIBITION AND ARTIST INFORMATION PLEASE REFER TO THE GUIDELINES, SEE 3.3.			
Name of exhibition:			
Artist(s):			
Organisation:			
Purpose of exhibition:			
Proposed dates of exhibition:			
Would you be willing to consider other dates to exhibit? Yes No			
Note: All exhibitions are limited to one-month duration. Applications to exhibit between January to June of the following year close on 31 May. Applications to exhibit between July to December of the following year close 30 November.			

PLEASE	PROVIDE A DESCRIPTION OF THE EXHIBITION:
(For exa	nple, information about the content of the exhibition, the medium used, size)
PART 3:	ELIGIBILITY OF EXHIBITION PLEASE REFER TO THE EXHIBITION POLICY, SEE 4.3.
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Part 4: Exhibition space required PLEASE REFER TO THE EXHIBITION GUIDELINES, SEE 5.

PLEASE INDICATE WHICH WALLS YOU REC PLEASE TICK YOUR SELECTION:	QUIRE FOR USE:					
South wall South-East wall North Wall North East wall						
Reconciliation wall (for artwork by Aboriginal persons only)						
PLEASE INCLUDE THE AMOUNT OF ARTWORK PER WALL KEEPING IN MIND THE SPACE AVAILABLE, AS SET OUT BELOW. FOR EXAMPLE: SOUTH WALL – 20 PAINTINGS						
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· 						
·						
No. of panels on Fountain Court exhibition walls						
Display walls - Panel width = 9	Display walls - Panel width = 900mm					
North	13 panels	11.7 metres				
North East	10 panels	9 metres				
South	25 panels	22.5 metres				
South East	11 panels	9.9 metres				
Reconciliation	14 panels	12.6 metres				

PART 5: HOLDING AN EXHIBITION OPENING

EXHIBITION OPENINGS CAN BE HELD USING PARLIAMENTARY FACILITIES IF PRE-BOOKED. A REQUEST TO THE USHER OF THE BLACK ROD IS REQUIRED IN WRITING FOR ANY LAUNCH FUNCTION IN THE FOUNTAIN COURT (SEPARATE TO THE APPLICATION TO EXHIBIT). PLEASE REFER TO SECTION 4 OF THE FOUNTAIN COURT EXHIBITION GUIDELINES.

Proposed date of opening:			
Time:			
Signature of Applicant:			
Date:			

Should you have any queries, please contact the Usher of the Black Rod on (02) 9230 2976.

Please send the application and portfolio with a signed letter of support by the parliamentary host to:

The Presiding Officers
C/- Usher of the Black Rod
Legislative Council
Parliament House
Macquarie Street
SYDNEY NSW 2000

Office use only

Comments:		
Recommended for Approval:		Usher of the Black Rod
	Date:	

APPROVED/NOT APPROVED	APPROVED/NOT APPROVED
The Hon. Ben Franklin MLC	The Hon. Greg Piper MP
President	Speaker