



**VISUAL ARTS
Application Form
Kultour 2011 Touring Program**

Offices of Multicultural Arts Victoria,
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Fitzroy, Victoria 3065,

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Please ensure you read the Kultour 2011 Application Guidelines, including information on Eligibility, Selection Criteria and selection process before completing this application form.

Section 1: NAME AND CONTACT DETAILS	
APPLICANT	
Name of applicant	
Title of Exhibition	
MAIN CONTACT	
Name	
Phone Number	
Mobile number	
Address	
SECONDARY CONTACT	
Name	
Phone Number	
Mobile Number	
Address	
LOCAL KULTOUR COMPANY MEMBER CONTACT AND SIGN OFF	
<p>PLEASE NOTE: it is essential that you discuss your application with your local Kultour member prior to submitting it. Your application will be deemed ineligible if your local Company Member does not sign off. Please use the Sign Off Letter template.</p> <p>They will be responsible for presenting your application at the selection meeting and for representing you if your application is included in the final touring program. Please see accompanying guidelines for details.</p>	
Name of Local Kultour Company Member	
Date of your meeting or discussion	
Date of Sign off	

Section 2: ABOUT YOUR PROPOSED PROJECT	
Title of Work	
Art Form	
<p>PROJECT DESCRIPTION This description may be used for promotional purposes if the project is included in the Kultour 2010 Touring Program. (maximum 300 words)</p>	
<p>HISTORY OF THE PROJECT Please provide a brief history of the project including details of all previous presentations and touring (if applicable) of the work. Please state that to be eligible the work must have been premiered in the last three years. (maximum 300 words)</p>	
Are there any critical issues? (e.g. sensitive content etc)	
Location where exhibition artworks are to be collected from.	
<p>OTHER TOURS OR APPLICATIONS Have you applied to any other organisation for touring and/or a presentation of this project for 2009, 2010 or 2011? Please state which organisation, where the performance/s will take place and the dates they have been scheduled for:</p> <p>Please note that support from other organisations or funding bodies will not affect the success of your application, however it will inform Kultour about how better to support you.</p> <p>Please add rows as necessary.</p>	
Organisation name	
Dates of presentations	
Location of presentations	
When application result is due	

Section 3: TOURING PARTY

Please list any artists or technicians required to install the exhibition.

Please note: **Kultour’s ability to support the tour is impacted by the size of your touring party**, and any changes to proposed personnel must be discussed with Kultour, should your application be successful, and may impact on Kultour’s ability to support your tour.

Please add or delete rows as necessary.

Name		Role		Home State	
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Brief Biography (100 words max):

Name		Role		Home State	
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Brief Biography (100 words max):

Please provide the same details for any other individuals who make a significant contribution towards the project, and are not part of the Touring Party (e.g. curator, artists etc)

Please add or delete rows as necessary.

Name		Role		Home State	
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Brief Biography (100 words max):

Name		Role		Home State	
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Brief Biography (100 words max):

OTHER PARTICIPANTS
Does the project include any participants other than those listed in the touring party (e.g. local performers to be sourced in each touring destination)?

AVAILABILITY 2010
Please list any dates you are available for touring in 2010

Section 4: IMPACT STATEMENT

Please consider the Selection Criteria in your answers.

How will the inclusion of your work in the 2011 Kultour Touring Program meet the Kultour Selection Criteria? (maximum 500 words)

1. Artistic Merit
2. Development of multicultural arts practice
3. Diversity of arts practice/innovation
4. Potential for community engagement and additional public programs (e.g. workshops, public talks)
5. Audience development: capacity to engage specific cultural group and/or engaging new audiences for multicultural arts
6. Logistics and ability to tour and marketability

What impact will inclusion in the Kultour Touring Program have on the development of your company and artists? (maximum 300 words)

Who are your current and potential target audience? (maximum 300 words)

Section 5: COSTS

Please note: any changes to the costs as entered after this application has been processed may significantly impact Kultour's ability to support the tour.

EXHIBITION FEE

Kultour recommends that you refer to current NAVA rates for assistance in deciding fees.

One week exhibition	
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One month exhibition	
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INSTALLATION FEE

Total fee for the installation of the exhibition	
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CRATING AND PACKAGING COSTS

Kultour requires applicants to obtain a professional in principle quote for crating and packaging of artworks

Company name, contact name and phone number where quote was obtained	
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Have you included a copy of the quote in your support material?	
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Give details of crating and packaging materials	
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Cost of crating and packaging	
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FREIGHT COSTS

Kultour requires applicants to obtain a professional in principle quote for freighting of artworks on a sample leg from Sydney to Melbourne

Company name, contact name and phone number where quote was obtained	
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Have you included a copy of the quote in support material?	
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Cost of Freight (sample leg from Sydney to Melbourne)	
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VALUATION

Please give an estimate of the value of your artworks as a whole. This helps Kultour to cost insuring your work while it is on tour.

How much are your artworks valued at?	
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Section 6: TECHNICAL REQUIREMENTS

Please complete the below table regarding the technical specifications and requirements for your application.

Any changes to these technical specifications after this application has been processed may significantly alter Kultour's ability to support the tour.

You may attach further information to this application.

INSTALLATION

Time needed to install exhibition	
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Time needed to bump-out exhibition	
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VENUE STAFF AND ARTISTS REQUIRED

If the following venue staff are required please give the time and number of crew in each case

INSTALLATION

Number of gallery staff		Hours required	
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Number of Touring Party Artists		Hours required	
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BUMP-OUT

Number of gallery staff		Hours required	
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Number of Touring Party Artists		Hours required	
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MINIMUM DISPLAY REQUIREMENTS

List display requirements	
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MINIMUM LIGHTING REQUIREMENTS

Lighting equipment to be supplied by the venue	
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MINIMUM SOUND REQUIREMENTS

Sound equipment to be supplied by the venue	
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MINIMUM AUDIO VISUAL REQUIREMENTS

Audiovisual equipment to be supplied by the venue	
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OTHER EQUIPMENT

Any other equipment to be supplied by the venue	
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Any other equipment to travel with the tour	
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LIST OF ARTWORKS

Please Note: you must attach a complete list of artworks in your support material, including size and weight of all pieces

Number and kind of artworks (e.g. 6 paintings and 5 sculptures)	
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SPACE REQUIREMENTS	
Minimum size	
Minimum height	
Other space requirements	
TOURING FLEXIBILITY	
What flexibility on the number of artworks are you able to offer in order to appeal to a wider range of potential presenters? Please give details.	

Section 7: WORKSHOPS AND ADDITIONAL ACTIVITIES

Please give details of any workshop or additional activities you are able to offer while on tour. Please add or delete workshop sections as necessary. Kultour encourages works that have additional activities (e.g. workshops) to extend community engagement.

Please note: any changes to the details entered after this application has been processed may alter Kultour's ability to support the tour

ARTIST TALK	
Length of talk	
Artist Talk Fee	
Name of presenting artist	
WORKSHOP	
Name of Workshop	
Description of workshop (100 words max)	
Name(s) of workshop facilitator(s)	
Length of workshop	
Maximum number of participants	
Participant target groups	
Workshop fee	
Equipment to be provided by the venue	
Technical assistance to be provided by the venue	
Materials to be provided by venue and cost	
Materials to be provided by artist	
Venue space requirements	
Equipment to be provided by the facilitator(s)	

Section 8: MARKETING INFORMATION	
MARKETING AND PUBLICITY MATERIALS Please indicate if you have any of the following materials and give details	
Good quality high resolution images	
Media Release	
Reviews of exhibition	
Other (please list)	
MEDIA QUOTES Include up to three short quotes about the exhibition or your previous work including names, publications and dates	
WEBSITES Please list and give details of any websites associated with this exhibition, your previous work or yourself	

Section 9: SUPPORT MATERIAL

ESSENTIAL SUPPORT MATERIAL
 Please indicate and give details the following essential support material you have included with your application.
 Please place an "R" next to items you wish to be returned after the application process.

ITEM	DETAIL	ELECTRONIC OR HARD COPY
Electronic images of all artworks in the exhibition or DVD of video works (4 copies if DVD)		
List of all artworks in the exhibition including dimensions and weights		
Freight quote (sample leg Sydney to Melbourne)		
Crating and Packing quote		

OPTIONAL SUPPORT MATERIAL
 Please list any other support material you have included with your application.

ITEM	DETAIL	ELECTRONIC OR HARD COPY
Artist Statement		
Full artist(s) and curator biographies		
Exhibition Reviews (maximum of 2)		
Images of installed exhibition		
Media release		
Letters of support – please list (maximum of 2)		
Other (Please list)		

HOW TO SUBMIT

Deadline for applications is Thursday 24 September 2009 at 5pm

Applications may be submitted via post and electronically

Kultour encourages electronic applications to reduce Kultour's carbon footprint

EMAIL (ENTIRE SUBMISSION NO LARGER THAN 5MB):

Checklist:

- 1 x completed SIGNED application by the deadline
- Support material
- 1 x electronic version of the Sign Off letter from Company Member.

POST

Checklist

- 1 x completed SIGNED application by the deadline
- Support material including 5 copies of all DVD/CDs
- 1 x Sign Off letter from Company Member.

Address your applications to:

By email: applications2011@kultour.com.au

Subject line: Application Kultour 2011 Program – (your name)

By Post: Kultour, Offices of Multicultural Arts Victoria,
PO Box 1402, Collingwood, VIC, 3066

FURTHER INFORMATION

For further information please contact Magdalena Moreno at ceo@kultour.com.au or 03 9417 6777