



88 Abercrombie Street
Chippendale NSW 2008 Australia
Tel: (02) 9319 0455 Fax
www.pixelperfect.com.au
x88@pixelperfect.com.au

WHO WE ARE

X88 Gallery is collaboration between Pixel Perfect Pro Lab and Fuji Film.

Our aim is to provide a new and vibrant exhibition space for photographers which can be hired for exhibitions or single day events.

Pixel Perfect is a proud member of Chippendale Creative Precinct.

WHAT WE OFFER

HANGING SPACE

- 22.6 linear metres of gallery wall (see floor plan).
- The two street level windows can be hung double-sided.
- Steel clad walls allow for rapid “hanging” of prints with small magnets.
- Conventional track hanging system for framed prints.

PUBLICITY

- 200 single-sided invitations (designed and printed by Pixel Perfect Pro Lab).
To be handed to you for mailing or distribution.
- Promotion on Pixel Perfect website and Facebook page.
- Newsletter sent to extensive Pixel Perfect email list.

EXTRAS

- 20% discount off Pixel Perfect prints for all exhibitors.
- 12 bottles of wine for your opening night event.
- Online store facility for duration of exhibition plus 3 months after exhibition closes.

HOW WE WORK

GALLERY FEES WITHOUT OPENING NIGHT STAFF:

- 1 week exhibition : \$660 (\$726 including GST).
- 2 week exhibition : \$1200 (\$1320 including GST).
- 3 week exhibition : \$1740 (\$1914 including GST).

Prices valid until August 2014

Please note gallery hire fee does not include staff for minding or for assistance on opening night

Please call / email us for staff rates or any other hire durations.

OPENING NIGHT STAFF:

We can provide you with opening night staff for the additional charge of \$80 (plus GST). This covers the cost of a staff member to mind the bar and serve drinks on opening night.

SUGGESTED OPENING HOURS

Wednesday to Friday : 11am to 6pm.
Saturday : 10am to 3pm.

OPENING NIGHT

6pm - 8pm Depending on your set-up schedule it can be Wednesday, Thursday or Friday in the first week of hire.

SALES & COMMISSIONS

- X88 does not take any commission on gallery artwork sales during the exhibition period.
- We are able to facilitate Visa & MasterCard payments via our EFTPOS service. A credit card recovery fee of 5% of sales applies.
- Subsequent to the exhibition period, all online sales are subject to 20% commission. Sales made on our online store do not include any printing, mounting or special packaging. These must be organised / paid for separately.

SINGLE EVENING EVENTS

Single events may not be held when a private exhibition is booked in.

Please contact us with your requirements.

Hire cost includes one X88 staff member to help with set up.

Weeknight event	Wednesday to Friday 5:30pm to 8:30pm	\$210 including GST
Weekend event	Saturday 5pm to 8pm	\$260 including GST

WHAT WE NEED

If you are interested in hiring X88 for an exhibition please fill out the Application Form, available to download on the Hiring Information menu.

Your proposal should include:

- Completed Application Form.
- 1-6 images of your artwork.

TIMELINE

Please find the details of our requested time line below:

6 WEEKS:

- Provide one DL file to be used for printing 200 exhibition invites. This file must include the X88 logo.
- Provide final exhibition outline and low resolution images for promotion purposes.

4 WEEKS:

- Provide final files for exhibition, if printing at Pixel Perfect. This allows time to complete any required testing.
- Pixel Perfect will supply the artist with 200 printed exhibition invites (as per DL file provided).
- Exhibition promotion begins on Pixel Perfect Facebook page and mailing list.
- Artist confirms chosen hanging system eg: magnets or hooks & pays appropriate security deposit.

WEEK OF SHOW:

- Artist will install their show during gallery hours. After hours access may be approved if necessary. Exact days will be based on the day of your opening and the de-install days of the show before you.
- All packing material to be stored under the stairs towards the back of the gallery.
- Artist will arrange for any additional food or drinks to be delivered in time for opening night.

DAY OF SHOW:

- Artist will ensure their show is fully installed for the opening time.
- Pixel Perfect will provide ice buckets for refreshments.
- The artist must also ensure that all waste is disposed of and cleared away by 9pm of the opening night.

DURING THE SHOW:

- Artist needs to mind the show or arrange to have someone mind the show during the promoted opening hours.

END OF SHOW:

- Artist will completely de-install their exhibition.
Exact days will be based on the day your show ends and the install days of the show after you.
- The artist must arrange delivery of artworks sold during the exhibition. Unfortunately Pixel Perfect does not have space to store any artworks for collection.
- The artist will return all magnets or wire hanging items and receive refund of security deposit.

TERMS & CONDITIONS

INSURANCE

Pixel Perfect and X88 are covered by our \$20M Public Liability Insurance.

EXHIBITION DEPOSIT

50% deposit of total fees is due 2 weeks after acceptance of proposal.

Balance is due within 1 month of acceptance or 2 months prior to the start date, whichever comes first.

CANCELLATION FEE

If two months or more notice is given in advance of your exhibition, your fee will be refunded less 25% administration fee. If less than two months notice is given no refund is applicable.

SECURITY DEPOSIT

\$150 deposit by cash is required 4 weeks prior to commencement of exhibition.

This deposit is refundable if the gallery does not require any additional cleaning or repairs at close of exhibition.

All magnets, hanging wires and hooks should be dismantled & returned to us in an orderly fashion.

INSTALLATION & DISMANTLING

Installation and dismantling of the exhibition is the sole responsibility of the hirer.

X88 Gallery staff are not available to assist with any physical duties.

It is your responsibility to ensure the safe working environment of yourself and those assisting you during the installation/dismantling and during the opening function and that all activities are carried out in a safe and responsible manner.

All activities must take place during X88 Gallery business hours.

We are situated in a residential area therefore premises must be cleaned & vacated by 9pm on the opening night.

WHEELCHAIR ACCESS

The gallery is located at 88 Abercrombie St at ground level. It is not a wheelchair accessible space.

Apologies for any inconvenience this causes.

STORAGE

X88 Gallery is unable to provide any storage facilities either prior to or after the exhibition. Works must arrive on the day hirer is installing, and be removed at the conclusion of the hiring period. A small amount of packaging can be stored during the exhibition.

BATHROOM

There is one unisex toilet on the first floor.

GARBAGE AND RECYCLABLES

- Any non-recyclable garbage must be bagged and deposited in the general waste garbage bins in the courtyard.
- Glass and plastic bottles must be deposited into the recycling bins.

SMOKING

X88 Gallery and all Pixel Perfect premises are strictly smoke free zones. Please step well outside the premises into the street if you wish to smoke.

LADDER

X88 ladders are available if required.

- Stepladders must be fully extended before being used.
- Do not over reach from the ladder; ensure that it is close enough to the working surface.
- One person per ladder and it is recommended to always have three limbs on the ladder at all times.
- Do not climb higher than the third rung from the top.
- Do not place any tools or objects on top of the ladder.

LIGHTING

Speak with a X88 Gallery staff member if you wish to adjust the lighting system.

FOOTWEAR

Fully enclosed foot ware must be worn at all time during installation/dismantling.

Steel toed shoes are not required but being bare foot or wearing sandals or thongs is not permitted.

EXTRA

Aerosols and power tools should not be used without prior permission from the gallery manager.

EMERGENCY EVACUATION

In the event of the gallery needing to be evacuated due to fire or some other danger.

1. The onsite X88 Gallery staff member will take control of the situation.
2. If for some reason a X88 Gallery staff member is not present, direct everyone to the fire exit (and entrance) on Abercrombie Street in an orderly manner.
3. Ensure that no one is left in the gallery, offices or bathroom.
4. Instruct the audience to assemble on the street and when everyone is safe and accounted for call **000** to report the event
5. Lastly, if the staff member is not present, please contact X88 Gallery staff
Nadish Naoraji 0412 936 836
Steve Ong 0403 015 299

FIRE EXTINGUISHERS

There is a fire extinguisher mounted beside the entrance / exit to Abercrombie Street.

FIRST AID KIT & FIRE BLANKET

A fully stocked first aid kit is placed near the stairs going up to the toilet.

There is also a fire blanket located near the first aid kit.