

OFFICIAL  
 VANCOUVER ARTS CENTRE & MARY THOMSON HOUSE  
 ARTIST STUDIO APPLICATION

The Vancouver Arts Centre (VAC) is a heritage building housed in the former Albany Cottage Hospital, which was built in 1887. Run by the City of Albany for over 20 years, the VAC is now a vibrant community arts centre, gallery, and home to many local arts and crafts groups.

Situated on the same site as the VAC is Mary Thomson House (MTH), the former Nurses Quarters which is named after Mary Thomson, the driving force behind the beginning of the Albany Summer School and the Albany Arts Council. Along with studio spaces, MTH also includes a fully self-contained cottage, which becomes home to artists participating in the artist in residence program.

The VAC and MTH have 10 artist studios available for hire to the local arts community. Studios are provided to enable artists the opportunity to develop their artistic practice and professional career in a secure and stable environment. The VAC supports artists at any stage of their career and encourages an intergenerational mix of applications.

Preference for studio 4 will be given to an emerging artist aged 18-25.

## STUDIO DETAILS

- Studio hire is available for a 1 or 2 year period (Please speak to VAC staff regarding any short-term hire enquiries)
- There are a range of sizes for the studios.
- Studios are encouraged to use their studio for a minimum of 25 hours a week.
- Artists are provided with a key and granted 24/7 access to their studio.
- Studios are to be used as a creative workspace and not a commercial site or residence.
- Studio rent is due quarterly in advance and is payable directly to the City of Albany. Hire Costs include electricity costs (to a maximum of \$100 per annum) and access to Wi-Fi.
- Cleaning of the studios is to be managed by the Hirer. Studios must be cleaned and returned to their original state at the end of the hire term.
- Insurance of personal property on the premises is the Hirer's responsibility.
- Artists are encouraged to attend the VAC user group meetings.
- Studios are not suitable for industrial or semi industrial processes.
- The use of solvents is strictly prohibited.
- Artists are expected to adhere to the City of Albany code of conduct.
- Artists are expected to adhere to the City of Albany's WHS and risk management protocols.
- Preference for Studio 4 will be given to an emerging artist aged 18 - 25.
- Preference for Studio 12 will be given to a not-for-profit community arts organisation or community organisation undertaking arts activities with a minority group.
- Preference will be given to artists who have not previously hired a studio space at the VAC.

## ACCESSIBILITY

ACROD parking is available near the main entrance of the Vancouver Arts Centre to the west of the main building with wheelchair access to the main building available via the front door. A loading zone is available at the front of the Centre to assist with the transportation of heavy equipment.

## SHARED FACILITIES

Studio Artists are welcome to use the shared facilities at either the Vancouver Arts Centre or Mary Thomson House (depending on their studio location) during their hire. The shared facilities include a kitchen containing a fridge / freezer, sink and an urn or kettle. Bathrooms at the Vancouver Arts Centre have accessible toilets and a baby changing table is also available in the ladies bathroom. Two toilets are available within Mary Thomson House.

The enclosed verandah at Mary Thomson House is available for artists to use and is considered a common area. Informal social occasions for studio artists in common lounge and enclosed verandah may only occur with the agreement of all studio artists at Mary Thomson House.

Communal areas and shared facilities must be maintained and cleaned after use. Cleaners only service this area twice monthly.

## ARTIST IN RESIDENCE PROGRAM

The Mary Thomson House Cottage and Studio 1 located in the VAC building are used to support the City of Albany Artist in Residence program. Resident artists have the option to apply for a two to six-week residency. When the Cottage is not facilitating a resident artist, it is available for hire on a weekly basis to support other arts programs and artists. Studio 1 in the VAC is retained as a dedicated residency studio space and is unavailable for hire.

## PUBLIC LIABILITY INSURANCE

All studio hirers will be required to provide a public liability insurance Certificate of Currency.

## FEES & CHARGES

VANCOUVER ARTS CENTRE UPSTAIRS STUDIOS		
Studio	Studio size	Annual Fee
Studio 1	26.6m <sup>2</sup> - (3.8m x 7m)	Artist in Residence studio / \$250 per week (Short term commercial basis)
Studio 2	28m <sup>2</sup> - (4m x 7m)	\$2397.52
Courtyard Room (available for short term hire only)	18.8m <sup>2</sup> - (4.8m x 4m)	\$250 per week
VAC Short term commercial studio hire		\$250 per week

MARY THOMSON HOUSE STUDIOS		
Studio	Studio size	Annual Fee
Studio 1 & 2	14.4m <sup>2</sup> - (3m x 4.8m)	\$1233.00
Studio 3	6.75m <sup>2</sup> - (3m x 2.25m)	\$577.98
Studio 4	8.64m <sup>2</sup> - (3.6m x 2.4m)	\$739.81
Studio 5	8.64m <sup>2</sup> - (3.6m x 2.4m)	\$739.81
Studio 6	8.64m <sup>2</sup> - (3.6m x 2.4m)	\$739.81
Studio 7	8m <sup>2</sup> - (3.5m x 2.3m)	\$685.39
Studio 9 & 10	15.19m <sup>2</sup> - (3.1m x 4.9m)	\$1361.46
Studio 12	10.8m <sup>2</sup> - (3m x 3.6m)	\$924.76
Studio Lounge	16.8m <sup>2</sup> - (3.5m x 4.8m)	\$1,438.52
MTH Short term commercial studio hire		\$100 per week

## APPLICATION PROCESS

Applications for studio hire will be accepted at any time, and a callout will be conducted (if required) at the end of a studio hire period.

Please note - Hire of studios will be allocated on suitability to vacant studios and not time on wait list.

## PREPARING YOUR APPLICATION

With your completed application form please provide:

- High resolution photographic or digital examples of recent work
- Addressed selection criteria.
- Current Artist CV or equivalent

## VAC PROGRAMMING OBJECTIVES

- Support and promote aspiring and professional Great Southern artists, artisans, designers, makers, producers, and performers.
- Foster and support the development of a sustainable local cultural and creative economy.
- Support and promote excellence and contemporary artistic practice.
- Promote inclusivity and contribute to social cohesion.
- Investigate and reflect on our identity, cultural diversity and heritage.
- Foster innovation, experimentation and imagination.
- Reflect and respond to national and global issues.

## SELECTION CRITERIA

Applications will be assessed against the following criteria.

- Practicing artists with a commitment to working with community or towards an exhibition, or emerging artists with a commitment to establishing their art practice/working with community.
- A description of your arts practice including where you consider yourself in your arts career.
- How will the studio benefit/assist your creative journey?
- What do you hope to achieve during your tenancy?
- A commitment to contributing to VAC programming by:
  - \* Participating in the VAC open day (Biennial event)
  - \* Participating in the VAC exhibition (Biennial exhibition) or,
  - \* Other - please include how you would be interested in contributing - this can be discussed with the VAC Coordinator prior to studio hire being approved.
- How will you complement the VAC programming objectives?

## INELIGIBLE

- Artists under 18 years of age.
- Commercial practitioners (excluding art sales), organisations (excluding not-for-profit community arts organisations and community organisations undertaking arts activities with a minority group).

## Privacy Collection Notice

The City of Albany collects your personal information to deliver services and meet our legal obligations under relevant laws.

We handle your information in line with the Privacy and Responsible Information Sharing Act 2024. Your information is stored securely, kept only as long as needed, and may be shared with other government agencies if required or permitted by law.

You can request access to or correction of your personal information at any time.

Contact: City of Albany Privacy Officer Phone: 08 6820 3000 Email: [prisproject@albany.wa.gov.au](mailto:prisproject@albany.wa.gov.au)

# VANCOUVER ARTS CENTRE & MARY THOMSON HOUSE

## ARTIST STUDIO APPLICATION

### APPLICANT DETAILS

Organisation Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Artistic Practice (mediums used): \_\_\_\_\_

### HIRE DETAILS

Studio number applying for : \_\_\_\_\_ Second studio preference. \_\_\_\_\_

Length of studio hire:                      1 year       2 years

### DECLARATION

I the applicant, declare the above information is correct in all respects, at the time of lodgement of this application.  
I agree to the terms of reference outlined above.

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please send this completed application to [arts@albany.wa.gov.au](mailto:arts@albany.wa.gov.au)

If you do not receive an email confirmation within five working please contact the Arts & Culture team on 6820 3740.

### PLEASE SELECT

- Emerging over 25 artist
- Emerging youth (18-25) artist
- Community Organisation
- Established artist
- 
- Photos attached
- Selection criteria attached
- Artist CV or equivalent attached