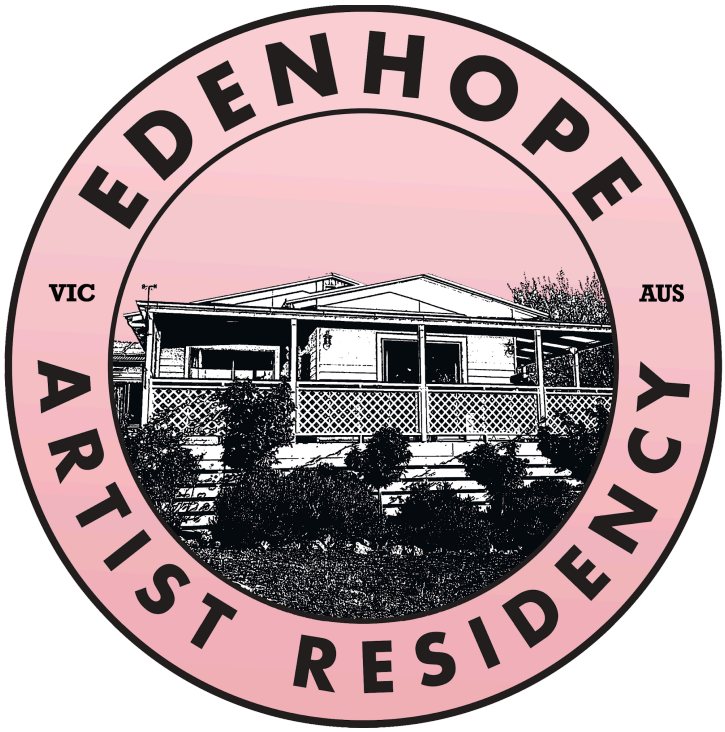


Edenhope Artist Residency Handbook

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*Information in this handbook is accurate at the time of publishing but could change at short notice. Information regarding shops and services around Edenhope, how to get here via public transport etc. is provided as a general guide. You must do your own research to ensure Edenhope is suitable for you.

Essential Contacts

Georgina Campbell is the Owner & Director and lives in Edenhope.
She can be contacted on +61 (0) 428 407 772.

Emergencies: dial 000

Ambulance, Police, Fire - call triple zero 000
Flood and Storm - call SES 132 500
Lifeline - call 131 114
Poisons Information Line - call 131 126

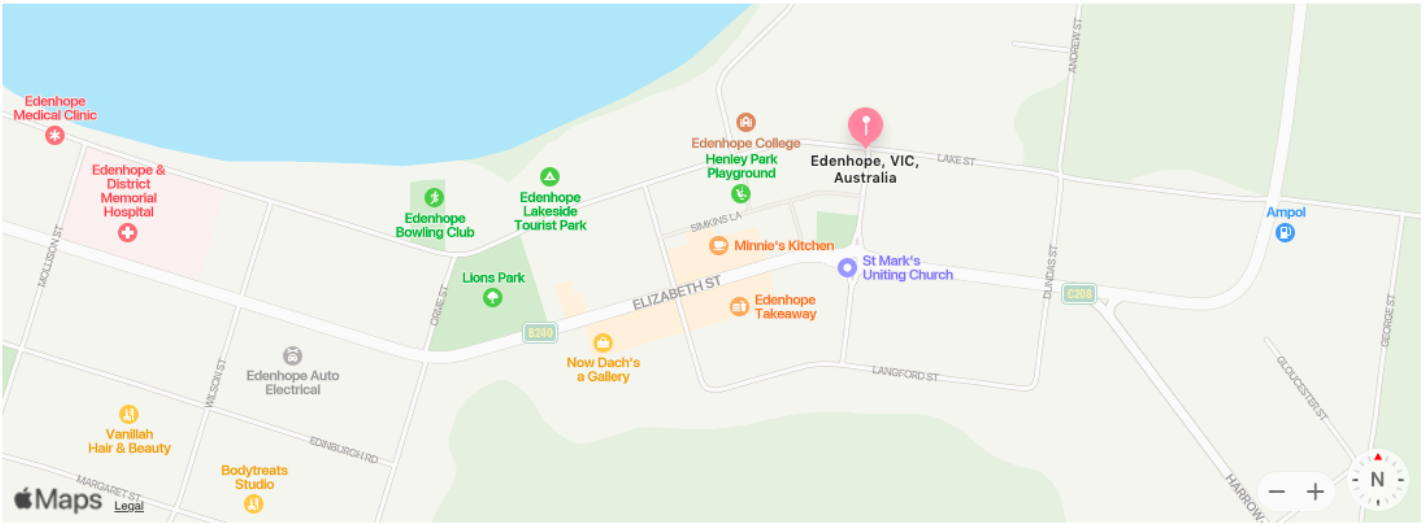
Address

Artist Residency Address: 45 Lake Street, Edenhope, Victoria, 3318, Australia
Phone: +61 0428407772

All Post can be addressed to the same address but you will need to collect parcels from the Post Office. Australia Post will notify you when they are ready to collect via notification in the letterbox.

WIFI

Login details will be supplied to you upon arrival. WIFI is available in the house and studio.



BEFORE YOUR ARRIVAL

Residency Fees and How to Pay

Residency stays are from one to three months. Stays start on the first Monday of the month and finish on the last Friday of the month. The latest overnight stay possible at the residency will be the last Thursday night of your residency. Exact dates specific to your stay will be confirmed in your contract.

Fees are $1500 AUD per month per artist in a single room.

A double room can be booked for $2200 per month for two people to share a room and one studio space.

A two week stay is $950 for one person, or $1250 for two people sharing a double room (and one studio space).

Artists may wish to bring a partner, friend or family member with them for some or all of their stay. You are welcome to do this but you need to notify us in advance of your arrival (ideally when you apply). This option is only available space permitting and you will need to book our double room.

The fee covers accommodation in a private room and a workspace in the shared studio. Access to all equipment is included. Extra fees will apply for use of the large format inkjet printers, and a small firing fee is required to use the Kiln located at the school. Please see the information handbook for more details.

Artists will need to cover their own transport costs to and from Edenhope, all meals during their stay, art supplies and any other personal day to day costs.

The residency provides wifi in the house and studio, bed linen & towels, shared use items including dishwashing liquid, dishwasher tablets, toilet paper and basic cleaning supplies. The fee also covers utilities such as gas, electricity, heating / aircon, water etc.

Fees must be paid in full 3 months prior to your arrival. Upon acceptance into the residency program, a non-refundable 20% deposit must be paid to secure your place. All fees must be paid in Australian dollars. We accept direct deposits. Instructions for payments are included with your invoice upon acceptance.

Edenhope Artist Residency (EAR) relies on artist fees to operate. You must pay your fees in advance:
• A deposit of 20% of your total fee is required within 1 month after we send a contract to you. Sending the deposit fee is needed to secure your place at EAR.

• All remaining fees are due no later than 3 months prior to your residency start date.

If you rely entirely on grant funding to attend EAR, please ensure that your funding is secured three months prior to the commencement of your residency. Normal payment timelines still apply.

If due to extenuating circumstances, you need an extension to pay your deposit, please email edenhopeartistresidency@gmail.com to discuss options as soon as possible. If you need to cancel your residency, please see our cancellation policy below. EAR will be happy to assist rescheduling if possible.

Guests at EAR

Artists may wish to bring a partner, friend or family member with them for some or all of their stay. You are welcome to do this but you need to notify us in advance of your arrival. This option is only available space permitting and you will need to please book our double room (see fee section above).

Please be aware that the bedroom sizes are on the small side and all the beds are single size. We recommend separate rooms for artists even if you are coming to work together as a team. If you wish to share a room please book our double room.

For security and safety purposes we respectfully ask that you refrain from entertaining overnight guests at the artist residency for the comfort, privacy and security of all residents.

Payment Information

Payment instructions will be supplied on the invoice.

With all types of payment please use your name and the first month of your residency as a reference with the payment so that we can easily match the incoming payment to your file. When you have made the transfer, please send us an email so that we can verify that we have received your payment.

Your residency is not secured until your written confirmation and payments are received.

Written Confirmation of Attendance

Please return (via email) a signed copy of the Agreement and “acknowledgement of information handbook form” within one month of the date on the letter.

Grants and Funding

We are not able to provide funding. We can supply official acceptance letters if required to help applicants secure funding from other sources.

Cancellation Policy

If you need to cancel your residency, we must receive formal written/email notice of the cancellation. The 20% deposit is non-refundable in all instances. We will aim to help you reschedule your residency for a future date.

Our cancellation policy is as follows:
• Cancellations received 90 days in advance of the start date of residency will receive a 75% refund (not including deposit).
• Cancellations received 60 days in advance of the start date of residency will receive a 50% refund (not including deposit).
• Cancellations less than 60 days in advance of the start date of residency will not receive a refund.

Please note that all bank fees incurred by a refund payment, are borne by the beneficiary. All refunds are in Australian dollars.

Rescheduling

EAR is happy to reschedule placements if requested before the 3-month cancellation period and rescheduling must take place within two years of the original date of your planned residency.
Once rescheduled, the residency fee is no longer refundable.

Terms and Conditions

Artists must agree to abide by the terms and conditions of the residency as outlined on the EAR website, and the information handbook.

Please note that residencies start and end according to your contract dates. Staff at EAR are unable to receive guests on weekends. Arrivals must be on weekdays as outlined in your contract and ideally before 17.00 hours.

Liability

Edenhope Artist Residency holds no legal responsibility for artists. Edenhope Artist Residency does not insure artists or their artwork.

Insurance

Edenhope Artist Residency does not administer insurance to artists and does not assume any legal responsibility for the artist, their work, their guests, or their travels, or any other activities while attending Edenhope Artist Residency.

The artist must make all insurance claims to their private insurance, travel insurance, or any other applicable insurances. We expect artists to have travel insurance which covers emergency health and medical services. It is always a good idea to have insurance to cover costs in the case of an accident, emergency, or unexpected health issues.

We also request artists to purchase liability insurance in advance of their stay.

Visa Requirements

Visit https://www.homeaffairs.gov.au/ to check your requirements. We are unable to provide any further assistance in relation to visas. We cannot sponsor you. We can provide a letter of acceptance only stating the dates you will be in attendance at the residency.

DURING YOUR STAY

How to get to Edenhope

Airports
Melbourne (MEL) and Adelaide (ADL) are the closest international airports.
Mt Gambier is the closest airport for regional flights (MGB / YMTG). Rental cars are available at all airports if booked in advance.

From Melbourne, trains can be caught to Ballarat where a connecting bus going to Adelaide takes you to Horsham and then another bus to Naracoorte stopping at Edenhope. No services to Edenhope on weekends.
Trains and buses are run by Vline and are the most cost effective.
https://www.vline.com.au/

Please note: You need to arrive in Horsham by 2pm in order to connect to the only bus to Edenhope for the day.
https://transport.vic.gov.au/route/5023/horsham-naracoorte-via-natimuk-and-goroke-and-edenhope

There is also a private bus company that runs directly from Melbourne to Horsham (going to Adelaide and vice versa) but it is more expensive. Information can be found here:
https://www.fireflyexpress.com.au/schedules?start=MEL&end=ADL

By car it is approximately 4.5 to 5 hours from Melbourne.

From Adelaide, a bus takes you to Horsham to connect to Naracoorte service, stopping at Edenhope. No services to Edenhope on weekends. See Melbourne details above for bus info.

By car it is approximately just over 4 hours from Adelaide.

For train aficionados there is also The Overland which runs a luxury service between Melbourne and Adelaide on set days of the week. The Overland will get you to Horsham where you can take a bus to Edenhope.
Visit https://www.journeybeyondrail.com.au/the-overland/ for details.
Adelaide to Melbourne departs Sunday & Thursday.
Melbourne to Adelaide departs Monday & Friday.

What to pack

It is always advisable to bring a pair of walking / hiking boots or gumboots if you are planning on walking in any paddocks, grassy areas or walking any trails or hiking paths. While it is highly unlikely, there is always a small chance of coming across a snake or something else you don't want to step on.

It can be very cold in winter so pack normal winter items including a coat and warm boots especially if you plan to be outside. In summer a wide brimmed sun hat is essential when outdoors. Sunscreen is essential.

Weather

Summers are warm and dry, with temperatures ranging from 20°C to 30°C. Winters are cooler, averaging between 5°C to 15°C, with occasional rainfall.

Is there public transport in Edenhope?

There is no public transport in Edenhope. While it is very easy to exist in Edenhope without a car, it is recommended to have one if you wish to explore further afield. The nearest car rental is in Horsham but you must call to prearrange it in advance through Avis Car Rentals. A bus goes to Horsham once daily on weekdays. Everything in town is within walking distance.

Shops and services in Edenhope

Edenhope is a small town with daily conveniences such as a supermarket (with hardware & haberdashery), post office, pharmacy and a pub and cafe/bakery. There is also a medical centre, hospital, variety of churches, motel with restaurant, local community art gallery, opportunity (thrift) shop, antique shop, and the southern hemisphere's only Dachshund Museum!

Pharmacy
60 Elizabeth St, Edenhope VIC 3318
Phone: (03) 5585 1069
Opening hours:
Monday to Friday 9.30am to 5.30pm,
Closed Saturday and Sunday.

Edenhope Library
78 Elizabeth St, Edenhope 3318
03 5585 1302
edenhope.library@wrlc.org.au
Opening hours
Tuesday 10.30am - 1.30pm
Wednesday 10.30am - 12.30pm and 2pm - 5pm

Friday 10.30am - 12.30pm and 2pm - 5pm
Saturday 10am - 12pm

Edenhope Swimming Centre
Open from mid-November until 31st March.
6.30am to 8.30am and 3.30pm to 7pm daily.
Fees: Casual entry: $4 per person, $12 per family
Season memberships are also available
Phone: 5585 1049

Edenhope Golf Club
Set in a natural bushland setting. Gently undulating ground combined with fully watered fairways and 18 grass greens. Enjoy the abundant flora and fauna throughout the course and often the endangered Red-Tailed Black Cockatoo (the club's logo) is seen feeding in the numerous stringybarks. Fully Licensed clubrooms.

Phone and internet

There is no landline at the artist residency.
There is internet available via wifi in the house and studio.
There are multiple companies that sell budget sim cards ready for use during your stay which you can purchase in supermarkets, variety stores and convenience shops or at the airport in Melbourne or Adelaide. There are some blackspots in the region where you will get no reception. Aim to get a sim card that uses the Telstra or Optus networks for best possible coverage. We are currently using, and recommend, Amaysim.

Power Points & Voltage in Australia

Australian electricity runs on 220-240 V and 50 Hz.
Please make sure your electronics accept 220 – 240 volts (V).
Each bedroom is equipped with a USB charging point and a hairdryer designed for 240v.

You may need an adapter. Our power points look like this:





Money and currency exchange.

You can exchange foreign cash to AUD and vice versa in Edenhope but it takes around 2 working days for the foreign cash to come to the branch. There is one ATM in Edenhope but it may not accept all foreign cards. The supermarket does allow cash out with purchases in smaller amounts. There is a $10 minimum to use EFTPOS for all purchases at the supermarket.

Sending Supplies or Mail To EAR

Some basic art supplies/ stationery can be found in the supermarket and post office, while a larger selection can be found in nearby Naracoorte. Many art stores will deliver to Edenhope via online ordering. We suggest Zart Art, Cavalier Art Supplies, or Art Shed but there are many more. Photography supplies can be ordered from Vanbar or Kayell. There are also many others but we have used these and found delivery to be reliable.

You can arrange to have art supplies delivered to arrive when you do or post your own items ahead of time. Deliveries are dropped off at the local post office and from most places only take a few days. **You must have them addressed to yourself** c/o Edenhope Artist Residency.

If you order from Amazon, please ensure you use Amazon.com.au to ensure swift delivery. Orders from overseas Amazon sites can take a few weeks depending on where it is coming from which may impact your projects.

The postal address for all mail is: 45 Lake Street, Edenhope, VIC, 3318. Australia. A note is put in the letterbox when a larger parcel is awaiting collection at the Post Office.

Arts on Ormerod
Address: 13 Ormerod St,
Naracoorte SA 5271

Monday	Closed
Tuesday	9:30 am–5 pm
Wednesday	9:30 am–5 pm
Thursday	9:30 am–5 pm
Friday	9:30 am–5 pm
Saturday	9 am–1 pm
Sunday	Closed

Phone: (08) 8762 2804

Trev's Bargain Emporium
Address: 41-43 Ormerod St,
Naracoorte SA 5271

Monday	8:30 am–5:30 pm
Tuesday	8:30 am–5:30 pm
Wednesday	8:30 am–5:30 pm
Thursday	8:30 am–5:30 pm
Friday	8:30 am–5:30 pm
Saturday	9 am–5 pm
Sunday	10 am–4 pm

Phone: (08) 8762 3177

Online Art & Photography Suppliers

Zart Art - https://zartart.com.au/

Cavalier Art Supplies - https://www.cavalierart.com.au/

Art Shed - https://www.artshedonline.com.au/

Vanbar Imaging - https://www.vanbarphoto.com.au/

Kayell - https://www.kayellaustralia.com.au/

Printing, Photos, Posters, or Copies

The **Dachshund Museum** offers a photocopying and printing service for basic A4 and A3 printing at low cost.

Edenhope library offers a range of printing, photocopying and scanning services. Details can be found here: https://www.wimmeralibraries.vic.gov.au/explore/using-the-library/print-copy-scan

HC Pro in Horsham is a professional photographic lab servicing the Wimmera region. Visit their website for further details at https://www.hcpro.com.au/ or contact them (03) 5381 5800. They are located at 54 - 56 McLachlan Street, Horsham VIC 3400, Australia.

Residency structure

Artists have 24hr access to the studio building attached to the artist house. The studio is a shared space with each artist working at their own station equipped with a desk/bench, shelving, lighting, easel, wall space, power and internet. The studio has AC/heating, hot and cold water, and direct access to the garden, street and private entrance to the house. A conference room / library space also serves as a writers room separate to the studio. We also welcome artists that don't require the use of a studio space.

The Studio

The EAR studio is an open-plan studio (one large shared space) that enables artists to work alongside each other, relate to each other's work if desired, and collaborate with greater ease.

As a shared space, courtesy and consideration for others is important. Please be respectful of noise level and personal space. The studios are accessible 24 hours but please be considerate of our residential neighbours on all 4 sides.

Artists are responsible for tidying the communal spaces in the studio. Please empty the garbage regularly and place recyclables out into the recycle bin.

Some small tools are available for shared use. Please put back tools on the shelves when you have finished with them.

Security

All doors into the studio must be kept locked overnight. If you are the last one to leave at any time (day or night) please ensure all the exterior doors are locked. The back door opens directly onto a public laneway, please ensure the metal sliding (shed) door is pulled closed at night when leaving the studio in addition to locking the glass door.

All the external doors into the house must also be locked at night or when no one is home. If in doubt please lock doors. Each artist will be given a set of keys upon arrival. There is a $100 fee if keys are lost or not returned at the end of your stay.

Individual Workspaces in The Studio

Every artist is given their own table and lockable cabinet. Keys for the cabinets must be left in the cabinet lock at the end of your stay.
Please do not paint or draw straight onto the walls. You are welcome to pin or nail things into the wall but please remove them again at the end of your stay.

Equipment at EAR

The following is a list of items currently available to use at EAR.

- a printing press (52x100cm bed),
- 2 x 3D printers,
- large format Epson printer,
- 1 x heavy duty sewing machine,
- 4 easels.



Kiln access

Edenhope College has a kiln that EAR artists may utilise for a small firing fee.
Works are put in the kiln accompanied by school staff only. The kiln is a large Tetlow brand electric kiln with a Harco computer. Special run programmes may be created as required.
As the **kiln is on school property**, firings are completed on the schools schedule. Artists will be able to drop their work off / load the kiln upon arrangement with school staff. A staff member must be present. **Please note - the kiln is <u>not located</u> on site at the artist residency.**

Using the Inkjet Printers & 3D printers

3D printers: You will have to supply your own filament if working on larger projects (but you probably want to anyway). A one off $30 fee will apply for artists wishing to print only one or a few small things. Training will be provided on how to use the 3D printer if you have no prior experience.

We have two 3D printers:

Flashforge Adventurer 3 Pro

- Printing
  - Extruder Quantity: 1
  - Nozzle Diameter: 0.4mm
  - Maximum Extruder Temperature: 265℃ (509℉)
  - Print Speed: 30-100mm/s
  - Maximum platform Temperature: 100℃ (212℉)
  - Filament Compatibility: PLA, ABS
  - Filament Diameter:1.75mm (0.069IN)
  - Print Volume: 150*150*150mm (5.9*5.9*5.9IN)
  - Layer Thickness: 0.1mm-0.4mm

    - Print Precision: ±0.2mm
- Connectivity
    - USB stick / Wi-Fi / Ethernet / FlashCloud /PolarCloud
- Software
    - FlashPrint (free download)
    - File Input Format: 3MF / STL / OBJ / FPP / BMP / PNG / JPG / JPEG
    - File Output Format: GX/G

Flashforge Creator 3 Pro

- Printing
    - Extruder Type: IDEX (Independent dual extruders)
    - Printing Precision: ±0.2mm
    - Build Volume: 300x250x200mm
    - Nozzle Diameter: 0.4mm(0.6/0.8mm)
    - Print Speed: 10-150mm/s
    - Maximum Extruder Temperature: 320℃
    - Platform Heating Temperature: 120℃
    - Filament: PLA / ABS / PA / PC / PVA / HIPS / PETG / Wood / ASA / PACF

- Connectivity
    - USB/Wi-Fi/Ethernet

Inkjet fine art printers: You will need to supply your own paper for the inkjet printers and a one off $150 fee will apply for artists wishing to print a large quantity of prints during their stay. (more than 10 prints) Individual prints can be printed at $15 (A2) otherwise. Detailed tech specs and suitable materials for our printer can be found and ordered here.

Tech Specs:
Epson Surecolor SC-P906

- Max Print Width 17 inch (431.8mm)
    - Max Sheet Size A2+ & roll paper
    - Active Channels 10 (Dedicated Pk / Mk ink lines)
    - Max Resolution 5760 x 1440 optimised dpi
    - Min Droplet Size 1.5pl
- INK SYSTEM
    - Family UltraChrome® Pro10
    - Type Aqueous all-pigment
    - Colours 10
    - Cartridge Size 50ml

The House

The house accommodates up to four artists at a time, each in a private room. Kitchen, laundry and living spaces are shared and there are two shared bathrooms and two toilets. Each bedroom has its own AC/heating system along with the lounge areas. There is a wood burning fireplace in the lounge that can be used in winter. Firewood is available to purchase locally and can be delivered to the house by arrangement.

Bin Night & Rubbish

Bins go out every Wednesday night. It is the responsibility of the resident artists to empty any rubbish bins in the house into the relevant green wheelie bins outside.

Please always use a bin bag for general rubbish in the kitchen, bathrooms and bedrooms etc. These bins are taken to the street on Wednesday night. The normal rubbish (green lidded) bin gets emptied every week.

The recycling (yellow lid) and glass recycling (purple lid) get emptied on alternating weeks. Please check the calendar to ensure correct dates. An updated calendar can be found in the house.

Recycling is put straight into the bins loosely. Do not use a bin bag for these. Please ensure all items are rinsed out / cleaned before putting in the recycling bins.

What Can I Recycle?

Aluminium Aerosol Cans (empty)
Aluminium Cans
Cardboard
Egg Cartons
Glass Bottles and Jars
Juice cartons (fresh, no foil lining)
Magazines
Milk cartons (fresh, no foil lining)
Newspapers
Office Paper
Pizza Boxes (clean)
Steel Food Cans
Steel Aerosol Cans (empty)
Plastics marked with 1, 2 or 5

Other things you might not think are recyclable but are;

Window face envelopes
Cardboard boxes with plastic inserts
Gloss paper/cardboard
Magazines and glossy junk mail
Plastic and metal lids
Foil containers (meals on wheels) which are empty of all food

Edenhope has a “tip” (landfill and transfer station) located in Moss Street. If you generate any hard rubbish, or items that will not go in the kerbside bins, it is your responsibility to take them to the tip. It is advisable to wait till the end of your stay and then take everything in one go as a fee is charged at the tip. It is

not allowed to take things *from* the tip. If you do not have access to a vehicle, please discuss with staff during your stay.

Opening Times:
Mon: 3pm - 5pm
Wed: 9am - 11am
Fri: 3pm - 5pm
Sat: 8am - 10am
Sun: 2pm - 5pm

Cleaning the house

It is your responsibility to keep the house clean and tidy during your stay. Cleaning supplies for the bathrooms and kitchen are supplied. Washing up liquid, dishwasher tablets, bin bags and toilet paper are supplied. If you find you run out, please let staff know. Bedding and towels are provided for each guest, along with a spare set that you can use during your stay. Please aim to use the washing lines as much as possible weather permitting.

It is expected that the kitchen will be kept in a clean and tidy fashion. It is important to not leave food or food crumbs out so as to avoid attracting mice. The kitchen bin should be emptied on a regular basis, taking the bags out to the green lidded wheelie bin. (see also Bin Night)

We do not compost. Please do not put food scraps out in the garden. All household rubbish including foodscraps and other compostoble items should be put in the normal rubbish bin.

Please do not flush sanitary items down the toilets. Please wrap items and use the bins provided next to the toilet and empty these bins as necessary. The bathroom bin must always have a bin bag (bin liner) before use. Bathroom rubbish goes straight out to the green lidded wheelie bin.

Heating and Cooling the house

Each bedroom has its own AC/heating system along with the lounge areas. **Please consider the environment and heating expenses and do not leave AC units on if you are not in the room.** They heat and cool quite quickly so there is no need to keep them on. If you are not using the lounge or kitchen area please also do not leave these units on. **Please keep the temperature between 19 - 24 degrees to maintain the AC unit in efficient working order.**

There is a wood burning fireplace in the lounge that can be used in winter. Firewood is provided.

AFTER YOUR STAY

Sending Artwork Home

EAR cannot acquire or store artworks. You can send your artwork home from the post office.
The supermarket or pharmacy may have cardboard / boxes you can use to ship items in.

Leaving Edenhope Artist Residency

You must leave on the last day as outlined in your contract.
Please make sure your room is cleaned out and bin emptied.
Please do not leave any perishable food behind in the houses.
Please ensure you have removed all your items from the bathroom - please do not leave behind soaps, shampoo & conditioner etc.
When leaving, it is not necessary to put sheets and towels in the wash but we appreciate it if you strip the bed. Please don't put washing in the machine when you leave.

Leaving Edenhope:

The bus leaves for Horsham at 8.26am from the corner of Elizabeth St and Anzac Ave.

This is the only bus for the whole day and connects to further buses and trains for travel to Adelaide and Melbourne. Both cities can be reached the same day arriving in Melbourne around 2.30pm and Adelaide around 6.30pm.

There is other accommodation available in Edenhope if you wish to extend your stay in town after the residency. Visit https://edenhopemotorinn.com.au/ for more information.

Please remember to return your keys (house and studio) before you go, either in your room on the desk/table, or directly to staff.

Social Media

If you wish to mention Edenhope Artist Residency in your social media posts please use the following:

Instagram @edenhopeartistresidency #edenhopeartistresidency
Facebook https://www.facebook.com/EdenhopeArtistResidency

House Rules

- Please keep the kitchen area clean and tidy. Do not leave food out.
- Please do not let the neighbours cat into the house. Do not feed her. She is well fed and lives inside next door. 🐱The EAR house aims to be mindful of all visitors to the residency who may be allergic to cats.
- Please empty the bin regularly (see Bin Night)
- Do not flush anything except toilet paper down the toilet. (See Cleaning the House)
- **Do not leave AC/Heaters on when you are not in the room or studio.**
- For safety purposes no open flames are to be used in the house - no candles, no incense burners, oil burners etc.
- No smoking inside the house or studio. Please smoke only outside preferably in the backyard away from windows, well away from the house. All cigarette butts must be put in the bin and please empty any ashtrays before you leave.
- Please be mindful of your fellow housemates in relation to noise, especially in the evenings, and keeping communal areas of the house clean and tidy.
- When using the dryer please empty the lint filter every time.