

COMPANIES IN RESIDENCE

Linden New Art Inc (Linden) is a leading public art gallery based in St Kilda. Originally an historic home, Linden is a unique gallery whose restrictions become starting points for artists to explore, respond and create.

As a home for new art we are open to bold ideas, to different ways of experiencing and seeing the world and oneself. We believe this is an important part of contemporary art and we aim to foster a curious audience that is open to engage with new art, ideas and approaches to the world.

We have two office spaces available for lease and we are looking for two not for profit cultural organisations to join us in residence at Linden. Ideally, the offices will be leased to organisations with the capacity to contribute to the city's cultural life through programming, collaboration or partnerships.

OFFICE SPACES

Linden has two office spaces available to lease for an initial 12-month period. They include:

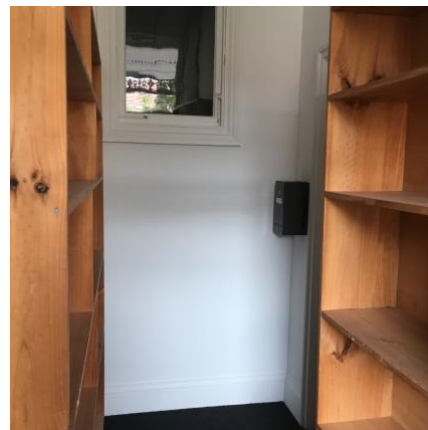
OFFICE SPACE 1

- > One freshly painted and newly carpeted room measuring 4.8m (l) x 4.98m (w)
- > Suitable for 4 desks or work stations
- > High ceiling with heritage fireplace (non-operational) and gas hydronic heating
- > Room has direct access to upstairs balcony
- > Rental \$395 plus GST including electricity, water + gas



OFFICE SPACE 2

- > Two carpeted rooms – one with fixed shelving suitable for storage
- > 1 office space 5m(l) x 2.8m(w) plus storage room with shelving 4.8m(l) x 1.4m(w)
- > Suitable for 2 desks or work stations
- > High ceilings with one heritage fireplace (non-operational) and gas hydronic heating
- > Rental \$245 plus GST including electricity, water + gas



All offices have access to:

- > Shared kitchen – including a fridge, kettle, microwave
- > Shared bathrooms
- > After-hours access is limited to respect the privacy of our neighbours and the office spaces are available to access from 7am-9pm daily.

Some important things to note:

- > Linden is unable to provide reception services for any tenants
- > Tenants' visitors must access the building via the rear external stairs & contact the relevant organisation via an intercom system
- > Linden's building and site is a strictly non-smoking
- > Tenants and all their employees must have a current Police and a Working with Children Check. Failure to pass these could see a termination of a lease.
- > As a heritage building accessibility is restricted and the spaces may not be suitable for some organisations as a result. Please contact the gallery to discuss any particular needs so that we can advise you of the physical constraints to access.
- > There is no onsite parking available for tenants.

Additional spaces available for hire (subject to availability):

- > The Board Room
 - > The Workshop space which is suitable for running hands on art & craft activities
- These spaces would be provided to tenants at a reduced hourly rate.

APPLICATION PROCESS

Linden is looking for suitable tenants to lease the office spaces. The applications are accessed by a selection panel made up of Linden Board members, Linden staff and a City of Port Phillip representative.

The selection panel seeks organisations that are able to:

- > Work in a collaborative manner
- > Demonstrate a commitment to utilise the office space on a regular basis
- > Demonstrate a history of key projects delivered for the community
- > Fit into existing layouts – please note, any modifications to the spaces will need prior written approval by the City of Port Phillip
- > Meet financial obligations of the lease
- > Contribute to the quality and diversity of cultural and artistic activity of the area
- > Share a degree of synergy with and potential for collaboration with other tenants or other local arts organisations.
- > demonstrate how they can contribute to the City of Port Phillip's [Art and Soul: Creative and Prosperous City Strategy 2018 – 2022](#).

To apply please complete the online form [here](#).

Applications close midnight **Tuesday 13 August 2019**

For further information or to make an appointment to view the space during office hours please contact:



**LIN
DEN.** NEW
ART



26 ACLAND STREET ST. KILDA VICTORIA 3182

www.lindenarts.org > gallery@lindenarts.org

TELEPHONE **03 9534 0099**

Melinda Martin
Gallery Director
T > 03 9534 0099
E > melinda@lindenarts.org