

Free Indeed Exhibition Timeline

May-June 2022

- Recruit artists to participate in the exhibition
- Confirm your venue and determine what hours your exhibition will be open.
- Decide whether you will have an entry fee, and where the proceeds will go.
- Decide if the artworks will be on sale, and how you will manage any sales.
- If you are in South Australia, consider registering for SALA (the South Australian Living Artists Festival). Registrations close **10 May**
<https://www.salafestival.com/participation/>
- Consider having a "Getting Started" morning, afternoon or lesson using the materials provided in the first Resource Pack. Begin in the Word, and share ideas and techniques.
- By 30 June 2022** - complete the Exhibition Registration Form available at <http://visualarts.lca.org.au/>

June 2022

- Start creating if you haven't already begun!
- Plan your launch event – how will you kick off your exhibition?

July 2022

- By 1 July** Write a short publicity blurb and gather 2-3 images of artworks which will feature in your exhibition. **Email them to libby.krahling@lca.org.au** for LCA NZ publicity and use them to create your local publicity resources.
- Check in with your artists and confirm the number of artworks to display, and their size. Let them know when and where they should deliver their work.
- Start planning how you will display the artworks
- Publicize your exhibition as widely as you can in your local community
- Invite people to your launch event
- Organise a team of people to help you set up

August 2022 Exhibition begins!

