

### TV, VIDEO & OFFICE FACILITIES

CAG has a photocopier and a laminator which are available for use by members at a small cost per sheet. Check with the office for details. A manual Credit Card machine is available for members to borrow for outside use. 10% of sales per event is payable to CAG to cover administration costs. CAG also has a television and VCR. These items can be used by members to watch demonstration videos.

### KITCHEN FACILITIES

The Centre has a fully equipped kitchen for use by members. Please leave it clean and tidy after use.

### FIRST AID FACILITIES

The Centre has a cot bed (ask the office for location) and first aid boxes for use by members and class participants. The first aid boxes are located in the painters and potters halls.

### WORKSHOPS AND CLASSES

CAG runs many classes and workshops throughout the year for members and the public. We offer classes for adults, children and people with disabilities and special needs. Day and evening classes are available. Discount on products is available at various art suppliers on presentation of CAG membership card.

### GALLERY EXHIBITIONS

Each year CAG holds **Student Exhibitions**. This is a great opportunity for our students to have a look at what others are doing in class and to present their work to family, friends and the local community.

There are also **Members Exhibitions**. Themed Exhibitions are held by members regularly during the year.

### GALLERY HIRE

The Gallery area is available for hire for exhibitions. If you would like further information about this please ask at the office.

### CHRISTMAS SALE AND SHOPPING CENTRE SALES / DISPLAYS

CAG holds a major sale at the Centre each year. This normally happens in the 2 or 3 weeks before Christmas. CAG also holds major sales/displays at Shopping Centres. These sales are run on a roster system so members wishing to sell /display work are asked to write their names on the Roster List (on display on the door in the gallery) prior to the Sale. Members on roster at Sales/Displays must be vigilant at all times to prevent items being stolen.

### NEWSLETTER

CAG regularly publishes newsletters to keep all members up to date and informed of what is happening. This is available by email (full colour version) or post (mainly black and white). An abridged version may be viewed on the CAG website. Members can submit items for the newsletter. Ask at the office for cut off date for articles.

### AFTER HOURS ACCESS

Full Members (not Probationary Members) can use the Centre 'after hours' if they wish. For after hours access read your newsletter (not website version) for the contact persons. Please ensure you take care when locking up and using the Centre. Make sure all equipment like lights, heaters and air-conditioning are turned off and that the doors are actually locked.

### FUNDING & FUNDRAISING

As we are a self-funded organisation, fundraising is something we have to do. Most funds come from sales commission and fees paid for classes and workshops. Members are urged to support CAG in their fundraising ventures. If you think you have a good fundraising idea, please let us know. All ideas are gratefully accepted.



## CANNING ARTS GROUP

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RIVERTON WA 6148

Telephone: (08) 9457 9600

Fax: (08) 9354 7079

Email: [office@canningartswa.org.au](mailto:office@canningartswa.org.au)

Web: [www.canningartswa.org.au](http://www.canningartswa.org.au)

## MEMBER INFORMATION BROCHURE

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## Welcome to Canning Arts Group

We hope you enjoy your time as a member of CAG and are able to use and enjoy all the facilities that we offer to our valuable members. CAG was formed back in 1976 and originated with a couple of people working together in a small building, which is now demolished but was, in fact, just across the road from the now existing Art Centre. The Club was called the Rossmoyne Arts Group and went on to become the Canning Arts Group. We are a self-funded non-profit community based group.

CAG rent the facility from the Canning Users Group who in turn lease it from the City of Canning.

The administration office at the Arts Centre is open daily Monday to Friday with an answering service, fax and email for after hours enquiries.

There is a Coordinator in the office who will help members with any problems or queries that they may have. Contact details are:-

Telephone:- (08) 9457 9600

FAX:- (08) 9354 7079

Email:- [office@canningartswa.org.au](mailto:office@canningartswa.org.au)

Web:- [www.canningartswa.org.au](http://www.canningartswa.org.au)

Please remember the Arts Centre is here for your use as well as other user groups. We ask that members leave the workplace as they find it—**clean and tidy**. (**Failure to do so may result in a fee for cleaning.**) CAG has certain rules and regulations that enables our group to run on a smooth and problem free basis.

This leaflet has been printed to let you know what CAG and the Arts Centre has to offer members. If you have any further queries, please feel free to contact the Co-ordinator.

## FEES

Fees are most competitive compared to the fees charged by other Art Groups around Perth. CAG offers different types of membership. They are: Single, Family, Associate and Cardholder. Fees are subject to change and are available upon application.

## CAG SHOP & GALLERY

The Shop/Gallery is an important part of CAG. It is a means by which members can display and sell their work. The Shop is run by a committee, and before any work is accepted for sale in the shop or gallery it must be approved by the Shop Treasurer and/or members appointed by the committee. This ensures that the standard of products is kept high. Items in the Shop or Gallery must have the appropriate CAG tags attached (available from the office) on which a removable sticker showing the member's code name and price of item is placed. Members are asked to regularly move stock in and out of the shop and if, after a reasonable time, an item has not sold, then remove and/or replace the item

There is a 20% commission on all sales in the Shop/Gallery.

All care is taken with members' products but items are left at the owner's risk. Damage and breakages will not be paid for by CAG or its officials.

## EQUIPMENT / FACILITIES AVAILABLE FOR USE BY MEMBERS

CAG has lots of **equipment** that members can use after hours and when not required by the group itself. Items such as trestles, plinths, etc, are available to borrow.

## FOR THE POTTERS

CAG has a great range of equipment such as pottery wheels, pugmill, clay extruder, glaze room and preparation equipment, slab roller, spray booth and banding wheels for members use.

Four kilns (two electric, one gas and one pit fired) are available for hire by members. All kilns are programmed for pottery, and the electric kilns are also programmed for glass and china.

Fees apply to hire the kilns. Before members can use the kilns they must:

- read and comply with the " Rules on Kiln Use"
- demonstrate to the Committee Kiln Person that they are competent to use the kilns.

Their names can then be placed on the "Kiln Users List"

## FOR THE PAINTERS

CAG has a wonderful range of up-to-date framing equipment for members' use. Items such as mat cutters, mitre guillotine, v-nailer, point driver, framers clamps, easels, spray gun and compressor to name a few. However to use this framing equipment members must have completed a Framing course. A small fee applies to the use of the equipment.

Hobby painters meet regularly once per week on a Friday morning. This day is subject to change, so please confirm this time if you wish to join in.

## ORDERING OF SUPPLIES (for potters and painters)

Members can order pottery supplies from the Potters Market and framing supplies through the office. Give the Co-ordinator a call with your order or for further details.

## LIBRARY FACILITIES

CAG also has an interesting and well stocked Library. The books and magazine are available for members to borrow. Members are asked to take care of the books when borrowed and return them in a reasonable period of time to give other members a chance to read them. The library is in the grey cupboard in the foyer.