



**IPSWICH ART GALLERY
TICKETING FOR EVENTS AND
EXHIBITIONS POLICY**

**Document No:
A4602423**

1.1 Objectives:

The object of this policy is to establish guidelines for the Ipswich Art Gallery to apply entrance fees to significant or unique program activities and exhibitions.

1.2 Regulatory Authorities:

Local Government Act 2009
Local Government Regulation 2012
Advance Ipswich
Ipswich City Council Corporate Plan 2017-2022

1.3 Policy Statement:

The Director, Ipswich Art Gallery will prepare a report to the relevant Committee providing details of the event and a proposed entrance fee for consideration by Council.

Entry fees will only be charged for significant or unique exhibitions or program activities which are likely to achieve a reasonable financial return to Council events.

The Director, Ipswich Art Gallery will ensure that any proposed booking fee is adequately communicated to visitors and to promote the perception that the fee enables the development and delivery of high quality programs in Ipswich.

1.4 Scope:

This policy provides Council with a framework to seek approval for charging entrance fees for significant events and exhibitions at the Ipswich Art Gallery.

1.5 Roles and responsibilities:

This policy is to be implemented by all Ipswich Art Gallery officers.

1.6 Policy Author:

The Director, Ipswich Art Gallery is responsible for reviewing this policy.

Date of Review: 19 January 2018

Date of Council Resolution: 25 February 2014

Committee Reference and Date: Policy and Administration Board No. 2014(01) of 11 February 2014 - City Management and Finance Committee No. 2014(02) of 18 February 2014

No. of Resolution: 3

Date to be Reviewed: 19 January 2020