

Accept the MOU and pay

After the curator approves your exhibition dates

Part 3 of 4 · Gallery artists · About 5 minutes

Before you start: log in

1. Go to **yarravalleywaterwheel.org**
2. Tap **Login** at the top right.
3. Log in with the **email and password** of your gallery account.

No account yet?

Start with **Part 1**: go to **yarravalleywaterwheel.org/exhibit** and send an Expression of Interest. It makes your free gallery account.



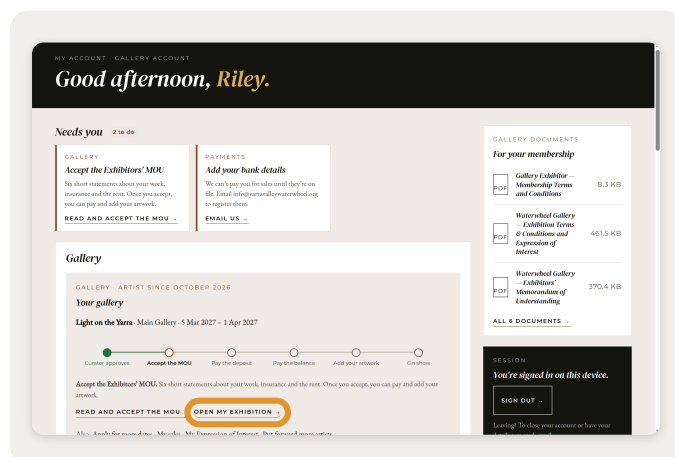
Scan to start

 The orange ring in each picture shows what to tap.

Good to know

- **Payment opens once you accept the MOU**, the agreement between you and the gallery.
- **The deposit holds your dates** and isn't refundable. The approval email says how long the dates are held, so pay soon.
- **Three ways to pay:** by card on the website, at the Visitor Centre desk, or by bank transfer.

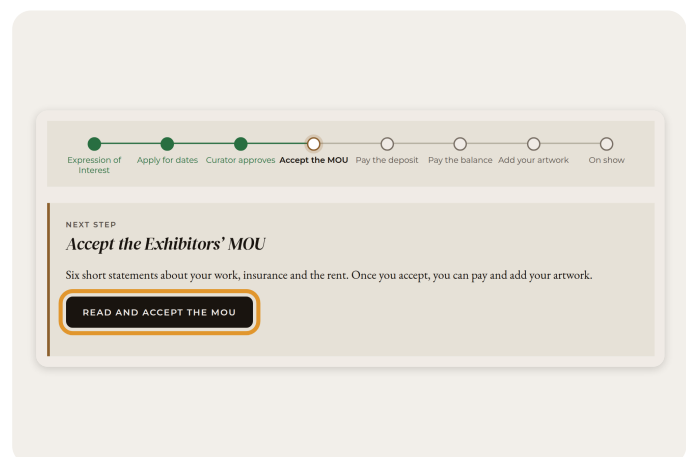
1 Open your exhibition



Log in. On **My account**, under **Your gallery**, tap **Open my exhibition**.

Or use the link in the email *Your exhibition is approved — here is how to pay*.

2 See your next step



The line at the top shows where you are. **Next step** says what to do now. Tap **Read and accept the MOU**.

3 Accept the MOU

Exhibitors' MOU

Before you pay, read the Memorandum of Understanding between you and the gallery, and accept it. Payment opens once it is accepted. [Read the MOU \(opens in a new tab\)](#)

I CONFIRM THAT:

- ☒ I live within the Upper Yarra Ranges.
- ☒ The art I show is my own original work.
- ☒ The items I sell can be sold legally and meet safety standards.
- ☒ I arrange my own insurance for loss of or damage to my work. The volunteers aren't responsible for it.
- ☒ I agree to the rent, the non-refundable deposit and the cancellation terms.
- ☒ I understand the Hub is not registered for GST, so no GST is charged on my sales.

I ACCEPT THE MOU

Tap **Read the MOU** to read it. Tick each statement, then tap **I accept the MOU**.

4 Pay the deposit

Your booking

SPACE	DATES	HIRE FEE	STILL TO PAY
Main Gallery	5 Mar 2027 - 1 Apr 2027	A\$600.00 No GST	A\$600.00 by 3 March 2027

PAY THE A\$120.00 DEPOSIT **PAY A\$600.00 NOW**

BY CARD
Use the buttons above. Payment is handled by Stripe; your card details never touch this site.

AT THE DESK
Pay at the Visitor Centre. Open Fri-Mon 10am-4pm.

BANK TRANSFER
Use the reference **EXHIBITION MARCH**. The bank details are in the Exhibitors' MOU.

A desk or bank payment shows here once the curator has recorded it, and you are emailed a receipt.

Tap **Pay the deposit** to pay by card. Or pay at the desk, or by bank transfer with the reference shown. The bank details are in the MOU.

5 Pay the balance

Expression of Interest Apply for dates Curator approves Accept the MOU Pay the deposit **Pay the balance** Add your artwork On show

NEXT STEP
Pay the A\$480.00 balance

Due by 3 March 2027. Pay by card here, at the desk, or by bank transfer.

PAY THE BALANCE

Pay the rest by the date shown, the same way. **Pay the balance** is on the same page. Then go on to Part 4.

If something goes wrong

- **Paid at the desk or by bank?**
It shows here once the curator has recorded it, and you're emailed a receipt.
- **Paid by card, but it still asks you to pay?** Wait a minute and reload the page. Don't pay twice.
- **Can't make your dates?**
Reply to the approval email to talk to the curator.