

NEXTDOOR Subscriber Information Pack

Welcome

Thank you for becoming a subscriber to NEXTDOOR. This document aims to provide you with all that you will need to know to get started as part of the NEXTDOOR community. We hope that you are as excited as we are to be a part of this unique new venture in the local art scene.

24/7 Access to NEXTDOOR

NEXTDOOR uses Danalock wireless smart lock for security and entry to the building. Motion Sensor Surveillance is also used for added safety of the community and premises.

Once a subscription payment has been received, the subscriber will be emailed an invitation link to register with the Danalock app. Once registered, the subscriber will then download the app onto their smartphone via the [App Store](#) or [Google Play](#) and log in using their registration details. The subscriber will then be able to use the Danalock app to gain entry to NEXTDOOR by holding their phone near the door and pressing the green unlock button on the app.

The door will close automatically and the lock will reset to the locked position after 20 seconds. When exiting simply turn the lock barrel by hand to unlock door and exit. It is important to make sure the lock has not been obstructed and has reset to the locked position before leaving the site.



Induction

A brief site induction is offered to subscribers upon their first visit to the gallery. This is an opportunity for subscribers to ask questions they may have and check that they are able to unlock the entry door using the Danalock app. Site inductions will usually take place during the allocated curatorial assistance sessions

Curatorial assistance sessions

Curatorial and technical assistance is available to subscribers on most Saturdays between 10:00am – 1:00pm.

Management should be contacted prior to attendance at these sessions to confirm availability

Site map



Parking

Parking for NEXTDOOR is available in the car park at Nyisztor Studio – accessible via Stock Road

Toilet access

Toilets are located outside of the gallery building between NEXTDOOR and Melville Mazda on the Canning Highway side of the site. The toilet block is a locked facility and keys will be stored on the front desk in the NEXTDOOR foyer.

Emergency exit door

For safety and security reasons subscribers and their guests must not use the doors marked emergency exit unless there is an emergency. The building should only ever be entered and exited via the main entry door, except in the case of an emergency situation.

Gallery lighting

NEXTDOOR uses movement sensors to activate the interior lighting system. These lights should come on as soon as someone enters the main gallery space and will remain on for 40 minutes once the area has been exited so there is no need for subscribers to turn lights off when they leave the gallery

Exit procedure

Subscribers are not required to turn off lights or lock doors when they exit NEXTDOOR. The Danalock smart lock system will automatically re-lock the entry door after a period of 20 seconds once it has been unlocked. If the timed locking mechanism activates before the door is fully closed, the subscriber can simply unlock the door again via their Danalock app or by manually turning the lock barrel on the interior door handle.

Subscribers are expected to wait until they hear that the locking mechanism has activated before leaving the site. It is also asked that subscribers test that the gallery is locked up by pushing on the entry door once the locking mechanism has activated, as a final check to make sure that the building is secure

Display of Artwork

Artwork shown at NEXDOOR is to be displayed using the hanging system on the gallery walls unless otherwise arranged with Management.

As laid out in the terms and conditions, all work displayed in the gallery by Artist subscribers must be photographed and include details for potential buyers to be able to make purchases directly with the artist.

These photos and details must be emailed to nextdoorart@westnet.com.au and include information using the template below for posting on NEXTDOOR social media channels

Artist name:

Artwork Title:

Size of the work:

Price of the work (or listed as not for sale):

Contact details for purchase of the work (if applicable):

Contact

For contact and inquiries, please email Ron or Garth nextdoorart@westnet.com.au

In case of an emergency call

0414 459 503

or

0431 532 760