

Fenelon Station Gallery Guidelines

Quality of Work- Visual Arts

- Paintings should be of high caliber and tasteful
- All “prints” must be labeled as reproductions.
- Framing must be of high quality (i.e. no chips, dents etc. and properly wired).
- No work on canvas that is damaged will be accepted (i.e. torn).
- Gallery quality canvases are preferred.
- If the canvas is not framed, all sides must be painted.
- Canvases with staples on the side must be framed.
- Unframed originals/reproductions must be matted and presented in plastic sleeves.
- Cards for sale must be presented in plastic sleeves.

Quality of Work- Other Media

- All work must be of the quality standards of their respective Guilds (i.e. Pottery Guild, Wood Guild, etc.).
- No product that is cracked, chipped or damaged in any way is allowed.
- All vessels not food safe must be marked.

Labeling and Inventory

- Tags labeling paintings should be no larger than business card size and placed at the lower right side of the painting. Labels should include: original medium/reproduction, artist’s name, price, title or inventory number with the artist’s initials (i.e. JT175)
- Labels for structural and 3-dimensional work may be stickers or tie-on tags and should include: price, title or inventory number with the artist’s initials (i.e. JT175)
- Should labels become faded or worn, they must be replaced.
- It is the responsibility of the artist to submit an inventory list including all the labeling information for each item offered for sale.
- Inventory lists will be filed in the Gallery Inventory Binder.
- It is the responsibility of each artist to update his/her inventory list with additional/replacement product information.

In General

- The Fenelon Station Gallery is not responsible for any damage or theft. It is the responsibility of each artist to carry theft and liability insurance.
- Artists are expected to work the required number of days in the gallery as determined at the beginning of the season. If for any reason, a member is unable to gallery sit at a designated time, he/she must arrange for a substitute member as a replacement and inform the scheduler of the change.
- Work from new applicants will be juried by a Jurying committee.
- Work of a different medium, other than that which the member has been juried, must be approved before being allowed for sale. (i.e. If a painter is also producing sculptural work, the sculptural work must also be juried for acceptance.)

- Member artists of the gallery, working together to produce a collaborative work of mixed media, may have the piece juried. Collaborative work with outside artists must be accepted by jury/executive members.
- No reduced priced materials are allowed.
- Removing work for shows/other venues, without replacements, is strictly prohibited. Replacement product is acceptable, with same size and quality only.
- To avoid overcrowding, new work is only to be added when a member's work is sold, or a request is made for additional work.

Sales and Reimbursement

- Our current rate of commission is 10%, but we reserve the right to change at our discretion.
- Reimbursement for sales will be issued twice; one payment midway through the season and one at the end of the season.

Volunteer Commitment

- All artists will be asked to help with some of the setup at the beginning of the season.
- Will be required to participate in at least one of the operational functions: executive positions, advertising, scheduling, jury, etc.
- Provide an artist blog, images and an updated artist bio to be used on the Gallery's social media.
- Upon acceptance, artists will pay a \$200.00 membership fee.