



GALLERY M SHOP ART AND CRAFT POLICY



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1. All art work for sale must meet the standards set by the Red House Group Inc.
Remember, this is a gallery shop – all work should be of the highest possible standard.
2. New exhibitors will need to have their work assessed by the Gallery M Shop before display.
3. **All work must be original** (ie: your own design) and created by the exhibitor.
4. Gallery M staff reserves the right to limit the quantity of work on display by any individual artist.
5. Where work requires specialised packaging, boxes etc must be provided.
6. All new stock must be shown to Gallery M staff – if required, it will be kept for approval by the Shop Committee. Replacement stock for sold work will be processed by Gallery M staff before putting in the store room or on display. Gallery staff will place the new in the shop to maintain the quality of display. Please note – “replacement quantities” of stock only – storeroom size is limited.
7. Additional shop items can be accepted at the discretion of the Co-ordinator or Shop Committee.
8. If work is unsold after three months, it may be removed from display. You will be contacted and asked to collect it, and possibly replace with new stock.
9. Shop displays will be changed on a regular basis by Gallery M staff, or by volunteers under the direction of Gallery M staff.
10. It is the exhibitors' responsibility to insure their own works whilst in transit. Artwork on the premises is insured against Burglary and Fire. However, additional insurance, including Theft, Accidental Breakage or Malicious Damage is the responsibility of the exhibitors.
11. All payments for goods sold will be made, in most cases, within 30 days after the end of the month in which the item was sold. All payments are made by electronic funds transfer (EFT) to your nominated bank account.
12. All shop exhibitors must complete a 'Shop Consignment Agreement' which includes a statement asking if the artist is registered for GST, or produce their artwork purely as a hobby or recreational pursuit.
13. Copyright of all work remains with the artist. Gallery M reserves the right to document and photograph any artwork for publicity and information purposes. Any exhibitor has the sole responsibility for ensuring that their artwork does not infringe another creator's copyright. Artwork that may infringe the cultural property or moral rights of another person or group may not be displayed.
14. A commission of 22% is deducted from the retail price of any sold item. Any discounts or reductions given to customers will not affect the original artist price (cost price) that is based on the original selling price less 22%.
15. Please do not include personal contact details on tags or labels.
16. There is no obligation to volunteer on a regular basis in the shop but any voluntary assistance would be greatly appreciated.

PLEASE SEE OVER FOR ADDITIONAL INFORMATION

All work must be original- ie: your own design

CERAMICS	<ul style="list-style-type: none"> ◆ Food safe or labelled accordingly ◆ No cracked or chipped items ◆ No sharp or rough edges
GLASS	<ul style="list-style-type: none"> ◆ No sharp or rough edges ◆ Food safe or labelled accordingly ◆ Leadlight designs must be original
PAINTINGS etc	<ul style="list-style-type: none"> ◆ All work <u>must be original</u> - ie: not copied from any source ◆ Securely attached D-rings and hanging wire ◆ Well constructed frames – no chips or scratches ◆ Pastels / charcoals / watercolours etc must be behind glass ◆ Paintings will be displayed by Gallery M staff where space permits.
GIFT CARDS etc	<ul style="list-style-type: none"> ◆ Must be sealed (some bags available from Gallery M shop)
SILK & OTHER FABRIC ITEMS	<ul style="list-style-type: none"> ◆ Include washing instructions ◆ Edges must be well finished
UNFRAMED WORKS ON PAPER	<ul style="list-style-type: none"> ◆ Need to be sealed for ease of handling ◆ Mount board is preferred
WOODWORK	<ul style="list-style-type: none"> ◆ No rough edges or splinters ◆ No commercial kit / hobby designs
JEWELLERY	<ul style="list-style-type: none"> ◆ Well constructed ◆ Use of non-hazardous materials
NEEDLEWORK & STITCH CRAFT	<ul style="list-style-type: none"> ◆ No commercial kit / hobby designs ◆ If framed, frames must be well constructed

NOTE:

ALL NEW ITEMS MUST ASSESSED BY THE SHOP COMMITTEE BEFORE GOING ON DISPLAY