

Displaying and selling your Artwork in the Gallery

Qualifications for your artwork

All artwork must be your original creation. HAAG will accept artworks in which the artist is reflecting on the creation and originality of another artist, resulting in a very similar work, with the contingency that written documentation by the artist is displayed along with the artwork, making reference to the original artwork and artist. Example: Artwork inspired by original work or photo of _____, titled _____. All artwork may be subject to screening for compliance with standards of HAAG. Your displayed artwork must be "For Sale", unless the art is part of a one or two person featured monthly show.

Procedures for signing in your artwork

When you are bringing your artwork to be displayed in the Gallery, there is a SIGN-IN sheet on a clipboard at the front desk. Each item is listed with your assigned artist #, title or description, and price (exception, if you have multiple items of the same price, example packs of cards or a bin of prints etc.). The person at the desk will answer any questions you may have.

Removing your artwork from the Gallery

Your artwork can be removed anytime the artist desires, during regular gallery hours, by updating the "SIGN-OUT" form (exception - if your artwork is part of a special monthly show, it should remain during the show). We recommend hanging art be rotated with new work every few months, keeping the Gallery fresh with new and changing art.

Sale of your artwork

Upon sale of your art, a donation to the Guild is subtracted from your retail price as follows: art priced at \$100. or less, 20% and items over \$100., 30%. A check will be mailed to you a few days after the end of each month. Members volunteering over 35 hours during a year receive a year of reduced commissions - (volunteering at the front desk, serving on a committee etc.).

Monthly Show Themes

For hanging art, each month the Gallery has either a different theme or an All-Member Special Show. 3 dimensional art or craft items may remain in the Gallery during these shows. (There is one exception: during the Area School Student Show in March, all hanging art and items not in the lighted cases should be removed. This show fills the Gallery with student art). The annual Fall Show in November is a special show, requiring that all hanging art and 3 dimensional art being judged for prizes be **new** to the Gallery.

Displaying your art

The Gallery committee will hang all monthly shows, usually the first Tuesday of the month. We encourage all hanging art be brought in the previous Friday or Saturday. Check your newsletter for the exact dates. All hanging art **must have a hanging wire** on back and be labeled with an art tag (available at the counter) with your Art#, Name, Title and Price, attached to the back, lower right side. Jewelry and high-priced craft items should be displayed in the glass cases. Craft items may be arranged on tables in the Gallery, or crafters may bring their own tables with the approval of the Gallery Hanging Committee. Each craft item must be labeled with at least your art# and price, with an attached tag or stick-on label.

Artist of the Month Window

Each month an artist or two artists together display their paintings or crafts in the small front show window. This is a great way to showcase your work for other members and the public. Contact the front desk to let the Gallery Committee know you are interested in signing up.