

## MAC Artist Membership Guidelines

(painters, photographers, mixed media; staffing and non-staffing members)

*MAC Center for the Arts members strive for and demonstrate a high quality, professional caliber of work and aim to create and maintain a vibrant, innovative, and involved arts community and membership. MAC is a non-profit arts collaborative and each member works for the good of all.*

### Jurying:

To be considered for membership as an exhibiting artist please submit:

1. **a completed Application** (both sides).
2. **a check for membership fee** (\$50/ Staffing Member annually, \$75/ Non-staffing Member annually).
3. **5 - 7 priced examples of your work to be juried**
  - **See Jury Tracking Form**, on the reverse side of the Application, for requested information.
  - **Jury items should be submitted by the Saturday prior to jury week.**
  - **Jury weeks** are the first full week of alternating months (Jan, March, May, July, Sept, Nov).
  - **Submissions for Jury, or for gallery display are done so at the artist's own risk.** MAC is not responsible for any damage that may occur.

*The jury looks for work that demonstrates a high standard of workmanship and materials, creativity, a clear personal vision, good design, innovation, and originality. Priority is given to work that is different from, or works well with, pieces currently on display at the Gallery. Our goal is to achieve a balance in the visual arts while maintaining a level of excellence of which all members can be proud.*

**Note: Acceptance by the MAC Jury is not intended to grant an indefinite license to exhibit your work.** Artists' and handcrafter displays will be subject to periodic review by the Jury for quality of work and fitness for the gallery. An artist whose work is determined to not meet current standards for workmanship, aesthetic quality, and/or fitness for the gallery will be formally notified of the Jury decision by the MAC Board. Upon member notification, any remaining displayed work will be removed from the retail gallery space.

### If accepted as a Member, you agree:

- **To abide by all MAC Guidelines and Policies.**
- **To the annual membership fee** (\$50/Staffing Member, \$75/ Non-staffing Member)
- **To commission** (25% Staffing Member, 50% Non-staffing Member) when your products sell.
- **To provide photo(s) and an artist statement** for the Member Page of the MAC website.
- **To be part of our arts collaborative, and volunteer** as you are able. Members are encouraged to offer a workshop, class, or other educational outreach program, and to join committees, etc.

### Exhibiting Guidelines for Artist Members:

- **Display details:**
  - **The Gallery Committee will allocate you a display space**, size determined by available space.
  - **The Gallery Committee will initially hang your display** (recommended to be either a mix of dimensions or one large piece, max width 48").
  - **An in-house Inventory Book** is available. It is recommended that you provide MAC with at least an initial inventory.
  - **Refreshment/Replacement work:** When your work sells, you may hang your own replacement work within your allotted display space. Alternatively, you may leave replacement work for the Gallery Committee to hang. (Note: The Gallery Committee may reject any work they feel is not appropriate.) Exhibiting members must rotate their displayed work on a regular basis (e.g. at least once per year). Failure to do so could result in removal of work at the discretion of the Gallery Committee.
  - **It is your responsibility to keep track of your display**, although you will be notified when larger works sell.
  - **Display locations and sizes may occasionally be rearranged** by the Gallery Committee to give the store a fresh look.
  - **You should plan on regular visits** to check on, refresh, reorganize, and clean your display.
- **Product details:**
  - **All work must be original**, and all products displayed must be for sale or an example of a commissionable work.
  - **Hung work must be framed** to professional standards - clean glass and mats, quality backing and wiring.
  - **Unframed work** should be wrapped in a clear plastic sleeve and displayed in a rack near your wall exhibit. Gallery wrapped canvas is acceptable as long as the supports are wired and ready for hanging.
  - **Prints and reproductions** must be of the highest quality (home computer copies do NOT meet that standard as a rule) and must be clearly labeled as print/reproduction. Limited edition prints are typically numbered.
  - **Greeting Cards** must be of the highest quality (home computer copies do NOT meet that standard as a rule) and will be displayed on the card rack. Please use cellophane sleeves to protect your greeting cards (can be obtained from online sources, e.g. Clear Bags).
  - **Products for sale must be within your juried category.** Items clearly outside of your specific accepted category require a separate jury and an additional paid category.
- **Pricing and Tags:**
  - **All products must be individually priced** and be clearly identified as to artist with name or initials.
  - **Tags should include:** 1. Price, 2. Your name or Initials, 3. Medium, 4. Title and Inventory Number, if appropriate
  - **Label must also clearly state** if your work is derived from another artist, living or dead.
  - **Small price stickers and business card size labels are provided** by MAC.

### Other information:

- **A sales summary and check** will be issued the beginning of the following month for sales commissions earned in excess of \$20.
- **Vermont sales tax** is collected from customer at time of sale and remitted to the state by MAC.
- **Please note:** MAC does not carry insurance for breakage, damage or theft.
- Upon expiration of membership, all items become the property of MAC if not picked up within 3 years, pursuant to 27 V.S.A. 1242 (15.)

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