

MAC Handcrafter Membership Guidelines

(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 a handcrafter 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 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 for the benefit of the MAC, and to join committees, etc.

Exhibiting Guidelines for Handcraft Members:

- **Display details:**
 - **The Gallery Committee will allocate you a display space**, size determined by available space.
 - **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, please bring in replacement work and set up in your display. (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.
 - **Products may not** be made from commercial kits, patterns, or molds.
 - **Products may not** contain reproductions of patented or copyright protected designs.
 - **Products assembled** from purchased premanufactured components are acceptable, if they are an integral or minor part of the finished product; if used, product must be original in execution and reflect the member's contribution to design and creativity.
 - **Clothing and fiber work** must be designed and/or sewn by the artist.
 - **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
 - **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.)