

## Member Artist Opportunities and Exhibit Guidelines

As a member artist, you are invited to exhibit and sell your work at CALC. We are here to support you!

**CALC Sales Gallery:** Our Member Sales Gallery is located on the first floor, adjacent to the main gallery at our building at 38 W. Pomfret St. 2-D artists may have 2-4 framed pieces in the Sales Gallery. Functional pottery, jewelry and cards may stock more.

- **Artwork behind glass:** White or off-white mats preferred. D-rings and braided picture wire preferred. Saw tooth hangers are acceptable on lighter works. Screw-eyes that protrude out the back are not suggested as they mar the wall and present an unprofessional finished product. Bargain frames many times are not sturdy enough, nor are their hangers compatible with our hanging system. Archival materials and dust covers on the back are recommended when appropriate.
- **Canvases and panels on wood stretchers:** Acrylics and oils or mixed media on gallery-wrapped (stapled on the rear) canvases do not need framing, but the edges must be finished. D-rings and braided picture wire preferred. Saw tooth hangers are acceptable on lighter works. Screw- eyes that protrude out the back are not suggested as they mar the wall and present an unprofessional finished product.
- **Jewelry:** Jewelry should be tagged individually with the artist's name or initials, an inventory number or code, and price. Please provide information on all materials used (metals, gemstones, etc.), technique, and proper care. Providing display forms is appreciated. Ceramics: Please tag each item individually with the artist's name or initials, an inventory number or code, and price. Please provide information on materials and care.
- **Note Cards/Prints/Unframed Originals:** All reproductions/cards/unframed items must be properly protected in clear packaging; prints should be matted and backed. Please tag the items individually with title, artist's name, medium (if appropriate), and price. Reproductions should be clearly marked as such.
- **For all consignments:** Please bring an inventory sheet with your name, contact info (address, phone, email), items listed by code (if applicable) and/or title, medium, and price. Artists may generate their own inventory document or fill in a blank inventory sheet at CALC.
- Dates for seasonally rotating inventory (3-4 x year) will be provided to the artists. Sold items can be replaced and feel free to remove or rotate items any time. Just give us a call in advance.
- Please provide business cards to be packed with your sales. Please make staff aware of materials and care instructions. Answering customer's questions helps us sell your work!
- As a family friendly, community gallery CALC reserves the right to refuse works based on content, quality of the work, or poor presentation.

**Off-Site/Community Venues:** CALC organizes and supports exhibits in the locations listed below. Coordinators will meet artists at the site and assist in the hanging. 65/35% commission rates apply. Please note estimates on the number of pieces will vary depending on the size of the works.

- **Bosler Library:** Coordinators- Abria Donato and Devera Lang. Themed group exhibit rotates every 2 months. Sign-up in advance. One piece per artist. Additional "Spotlight" exhibit in the lobby for one artist with 5-7 pieces.
- **Denim Coffee:** Coordinator- Abria Donato. 3 month rotation. 3-5 pieces.
- **Castlerigg Wine Shop:** Coordinator- Abria Donato. 3 month rotation. Approx. 12-14 pieces.
- **Cardin & Miller:** Coordinator- Abria Donato. 3 month rotation. Approx. 8-16 pieces
- **Allenberry:** Coordinator- Abria Donato. 3 month rotation Approx 12-15 pieces in featured map room.
- **Kings Gap Mansion:** Coordinator- Abria Donato. 2 month rotation, May - October. Approx 30 pieces. Seeking 3-4 artists per rotation. Each artist would provide 6 -10 pieces depending on the number of artists participating.
- **Chamber of Commerce:** Coordinator- Abria Donato. 3 month rotation. Approx 7-10 pieces.

**Member's Gallery Opportunities:** Any current opportunities are located on the website under the "Exhibits" tab on the home page.

- **Member show:** An annual exhibit with a February Opening, this is a highly anticipated and well attended exhibit which is color themed. Guest judges are utilized for prizes.
- **Art for the Holidays:** Member artists are encouraged to create and sell gift items as well as fine art and photography, ceramics and jewelry. Entire gallery space is utilized for this expanded Member Sales Gallery opportunity. 65/35% commission. Held mid-November through the end of the year. Beginning inventory needed in early November but can be added to during the event.
- **Main Gallery and Upper Gallery exhibits:** Chosen by a jury process 1-2 years in advance. Artists do not need to be members to enter the jury process for exhibits, but artists accepted for exhibits are asked to become members. Main Gallery Exhibits are chosen by a panel of CALC Staff and community professionals. Jury sessions are announced in advance. Member artists are also encouraged to bring exhibit ideas forward for Upper Gallery exhibits which sometimes are chosen outside the formal jury process. Jury committee meets every year or two as needed. Applications will be accepted at any time.

**Other Opportunities:** CALC participates in events like the Downtown Carlisle Harvest of the Arts, Pomfret Group events (Wine Walk and other ticketed and non-ticketed events), Art on the Farm fundraising event, Empty Bowls dinner benefiting Project Share and many others. Members are encouraged to become involved in ways that promote themselves, promote CALC, and benefit the community at large.

**We appreciate your support! Thank you for your membership!**

Contact: Abria Donato, Gallery Director, [adonato.calc@gmail.com](mailto:adonato.calc@gmail.com), 717-249-6973

## **Terms and Policies**

### **Sales Gallery/ Member Exhibits/ Off Site Exhibits**

**By participating on our exhibits you agree to the following:**

1. CALC Member Artists are eligible to place work in the Sales Gallery, Member Exhibits, and CALC Off Site locations on consignment if they maintain current membership and agree to Gallery/ Exhibits Terms and Policies.
2. In order to maintain a cohesive exhibit space and appropriately utilize the gallery space. Artist works may, for short periods of time, be stored & rotated into use if space necessitates.
3. The Artist determines the sales price for consigned work. CALC will collect and remit PA Sales Taxes. CALC retains a 35% commission on all sales.
4. CALC will pay 65% commission to the Artist by the third week of the month following the sale(s) or the exhibit closing.
5. Custom work requests will be referred to the Artist with no commission for the gallery, although the artist might consider a donation to CALC when a sale is completed.
6. Art in the Sales Gallery will rotate approx. four times per year with dates announced by the Sales Gallery Coordinator. Works with a faster turnaround (such as jewelry or cards) may remain longer. CALC inventory sheets may be utilized or artists may provide their own typed inventory document.
7. If necessary, work may be signed out and removed by the Artist from the Sales Gallery/Offsites prior to the end of the current period as long as advance arrangements are made. Works are expected to remain in other exhibits until the closing date of the exhibit. CALC may allow a sold work to be removed from an exhibit if doing so facilitates a sale.
8. 2-D work must be framed and wired to hang. Saw tooth hangers are acceptable on lightweight pieces. Glass and clip frames are not acceptable. If unframed artworks are to be offered in bins, they must be backed and have protective wrapping. 3-D works with special display needs should be discussed in advance.
9. While every precaution will be taken to safeguard works, CALC has limited insurance and cannot be held responsible for loss or damage to artwork while in their possession. It is the responsibility of the Artist to insure their works if they wish to do so. Submitting entries to CALC constitutes agreement.
10. The Artist agrees to pick up all work within two weeks of expiration of membership or of termination of an exhibit, and understands that any work left beyond 90 days will become property of CALC. CALC does not have storage space and cannot be responsible for artwork. CALC cannot be responsible for mailing artwork without advance arrangements.
11. Artist agrees to supply CALC with a current Artist's Statement & resume, and business cards. This information and photographs of exhibited work may be used for the promotion of the Artist, the Sales Gallery, exhibits, or CALC.
12. CALC reserves the right at its sole discretion to terminate this agreement if it determines that a continued relationship with the Artist is not in the best interest of CALC.
13. The artwork consigned must be of the artist's original creation. It is understood that the artist owns the copyright, including all rights of reproduction, but work may be photographed by CALC for reproduction in the exhibit catalog, the CALC website, or for publicity purposes.