



Artisans Policy and Procedures 2018

Artisan Mission Statement

- **To offer one of a kind arts and crafts in a gallery setting**
- To exhibit the best in arts and crafts
- To encourage the best in workmanship and creativity from artists
- To work with artists and give support, suggestions, mentoring and leadership

Please read over these new policy and procedures carefully. We have implemented these changes to ensure that not only are we offering visitors the best of your creativity but that all the pieces are on display in the gallery.

1. Artwork must not have been in this year's Small Expressions or last year's Artisans.
2. Work must have been completed in the last two years.
3. No registrations will be accepted after the deadline of Thursday, September 13.
4. You will be contacted when you are to bring more items in. Drop off for replacement items will be every second Monday, starting on October 15th, from 10am to 12pm. No items will be accepted at any other time. This year we will not be having a box where you can drop off work.
5. Once items are entered into the show they cannot be taken out nor can prices be discounted.
6. Christmas items will be admitted on Monday, November 12th from 10am to 12 pm.
7. All items must have the price, inventory number and artists number securely attached.
8. Items must be original work. Work made during a class is ineligible. Any item using a commercial kit/pre-printed panels is also ineligible.
9. Artwork must be locally designed and produced. Cards and books are the exception.
10. The minimum price for cards is \$5.00. All other items the minimum price is \$10.00 Each item is to be individually priced. We will not accept multiples for a set price (ie. 2/\$)
11. It is up to the discretion of the show setting/maintaining crew where art work will be placed. Artists props will be accepted at the discretion of show committee. The show will be moved around bi-weekly again this year thus allowing every piece to be showcased.
12. The Artisans show committee has the right to refuse to display work. We are more than happy to discuss with you.
- 13. Items that you plan to enter for the show must be listed on the inventory sheet which is submitted on registration day. Please see the attached sheet for the number of items from each category that can be admitted to the gallery at one time.**
14. In order to assure quality standards any artist new to the show or submitting work in a new medium must provide samples to the show committee.
15. The gallery is scent free. This includes scented items and floral arrangements.

Please note that these are the numbers that can be in the gallery at one time. As your items sell we will contact you to arrange for more inventory. We are limiting the number of items to ensure that all artist's work is on display.

Art Cards/Calendars

Up to 12 cards/calendars in total may be admitted at one time

- cards must include envelopes and be packaged in a clear protective sleeve
- the artist name must be visible either on the front or back of each card/protective sleeve

Books/Notebooks

Up to 6 books/notebooks may be admitted at one time

Framed Art

Up to 3 pieces in total may be admitted at one time

- pieces may not exceed 18" per side, including the frame
- price sticker must be visible on the front of the piece or a gallery card provided by artist
- all pieces must be ready to hang with wire

Unframed Originals, Prints, Photos

Up to 3 pieces in total may be admitted at one time

- unframed work must be mounted on foam core or cardboard and wrapped
- pieces cannot be any larger than 24" per side
- canvases must be ready to hang with wire
- price label must be visible on the front/side of the piece or a gallery card provided

Metal/Bead Jewellery

Up to 12 pieces/sets in total may be admitted at one time

- materials used must be listed

Fabric Art

Quilts-up to 2 quilts may be admitted at one time. Care instructions must be included

Wall Hanging-up to 2 wall hangings may be admitted at one time. Must be ready to hang. **Pre-printed panels are ineligible.**

Purses-up to 6 in total may be submitted at one time

Large Bags-up to 2 may be admitted at one time

Rugs/Pillows-up to 4 may be admitted at one time. Fabric content and care instructions must be included

Blankets-up to 2 may be admitted at one time. Fabric content and care instructions must be included

Runners/Placemats/Hot Pads-up to 4 of each can be admitted at one time.

3D-up to 6 items measuring less than 6" and 3 items measuring over 6" of the same can be admitted at one time

Miscellaneous small items not covered above- 6 in total may be admitted at one time

Ceramics/Stoneware/Pottery

Up to 6 total pieces may be admitted at one time. Care instructions must be included if used for food

Wood, Glass, Metal, Basketry and Stone Pieces

Large Bowls/Pieces measuring over 6"-up to 3 may be admitted at one time. Must be labelled to indicate if food safe

3D-up to 9 of the same item may be admitted at one time

Wearables-Adult(Care instructions must be included)

Jackets/Sweaters-up to 3 pieces may be admitted at one time. Fiber content and sizes must be included

Socks-up to 6 pairs may be admitted at one time. Fiber content and sizes must be included

Scarves-up to 5 may be admitted at one time. Fabric content must be included

Shawls-up to 2 may be admitted at one time. Fabric content must be included

Hats-up to 4 may be admitted at one time. Fiber content must be included

Mittens/Gloves-up to 4 pairs may be admitted at one time. Fiber content must be included

Aprons-up to 4 may be admitted at one time.

Ceramics/Stoneware/Pottery

Up to 6 total pieces may be admitted at one time. Care instructions must be included if used food safe

Wood, Glass, Metal, Basketry and Stone Pieces

Large Bowls/Pieces measuring over 6"-up to 3 may be admitted at one time. Must be labelled to indicate if food safe

3D-up to 9 of the same may be admitted at one time

Children Items

As above for all categories

*if you are unsure of what category your art belongs please do not hesitate to contact the Artisans committee at artseagallery@artsea.ca