



Office Use Only

Application accepted:

Rejected:

Month chosen:

Application for Guest Artist

The Owen Sound Artists' Co-op accepts only original artwork to be juried for our Guest Artist program. Work submitted must appear as it would for sale and display in the store, i.e. all paintings, drawings must be titled, framed and/or glazed and ready for hanging. All work must be intended for sale. **NO MORE THAN 6 ITEMS PLEASE.** Any relevant information regarding working methods, materials and pricing should accompany your work along with a brief artist's biography or resume. **Please bring work in for jurying no more than 3 days before the monthly meeting and arrange to pick up the day after the meeting. (last Wednesday of each month, 2 pm)**

The Committee will choose, at their monthly meetings, applicants whose work will be displayed in the store for a period of one month. If accepted, you will be assigned a month. The applicant will be notified within 3 or 4 days following the jurying process. You will also be invited submit pieces for our annual Christmas Show in the Legacy Gallery, in December.

The current percentage commission (45%) from all sales will be charged.

The Artists' Co-op will handle your work with the utmost care. We regret that we cannot be responsible for any loss or damage. Applicants are responsible for their own insurance.

What month do you prefer _____

Do you submit H.S.T. Yes _____ No _____

NAME: _____ PHONE: _____

ADDRESS: _____

EMAIL: _____ Are you interested in full membership? _____

BRIEF DESCRIPTION OF YOUR WORK AND PRICE LIST (USE BACK IF NEEDED)

SIGNATURE: _____ DATE: _____

If your application is accepted, this form will become the contract for your participation in our Guest Artist Program. Your signature releases the Artists' Co-op from liability.

PLEASE RETURN THIS COMPLETED APPLICATION WITH YOUR WORK TO BE JURIED NO MORE THAN 3 DAYS BEFORE A SCHEDULED JURY COMMITTEE MEETING AND ARRANGE PICK UP OF YOUR WORK NO LATER THAN 3 DAYS AFTER THE MEETING. The jurying committee meets on the last Wednesday of each month at 2pm. Contact us at 519 371 0479 or info@artistscoop.ca

**Please return the completed application with your work to be juried
KEEP THIS SHEET FOR YOUR RECORDS AND INFORMATION**

1. A commission (45%) from all sales will be charged
2. The Committee will choose, at their monthly meetings, applicants whose work will be displayed in the store for a period of one month. The applicant will be notified within 3 or 4 days following the jurying process and offered the available months for your exhibit. If you have a wall preference, please let us know as soon as possible and we will try to accommodate your request.
3. You will be contacted by email 2 to 3 weeks before your guest month. At that time we will ask for a high quality digital image and a 50 word bio for our website. You will be informed of the set up date and time. Work must be removed from the gallery on the last day of the month.
4. We have staff available to consult or help you hang or arrange your work. If you need the Co-op to hang or remove your work, there will be a \$25 hanging fee and a \$25 removal fee. If the work is left at the Co-op, there will be a \$5 a day storage fee.
5. If you provide the label information before set up, we will print labels consistent with our store. Temporary labels will also be available and the Co-op can transfer the information to our labels once the work is hung. PLEASE SEND A BIO/ARTISTS' STATEMENT BEFORE YOUR HANGING DAY AND WE WILL PRINT IT TO DISPLAY WITH YOUR WORK. (otherwise, we will use your 50 word bio)
6. We will have staff on duty during all open hours of Co-op operation. The Artists' Co-op is able to process cash, debit, MasterCard, and Visa Sales.
7. The Artists' Co-op will issue cheques for items sold 30 days after the end of the guest artist month. If you collect HST, it will be paid out as well.
8. We will advertise your event in our regular free event listings. All other advertising, including posters, is your responsibility.
9. We have hammers, nails, ladders, and various tools for your use when setting up your exhibit.
10. If we have pedestals and display not in use, and you would like to use them, you must make arrangements in advance. (If they need painted, this is your responsibility) Our manager is available to answer any questions regarding display. info@artistscoop.ca, 519 371 0479

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