



Auburn Old Town Gallery

218 Washington Street, Suite A, Auburn CA 95603

prospective@auburnoldtowngallery.com

www.AuburnOldTownGallery.com

Auburn Old Town Gallery was established as an artist's co-op in 1995 and it becomes more successful each year. Some charter members still remain. Our turnover of artists has been largely due to job and family distractions. Besides having a good location, the success of the gallery is due to the commitment of many artists. Gallery members work as a team, dividing both labor and expenses.

The artist's financial obligations:

- Full membership artists pay \$69 per month, first and last month's rent due upon joining (\$138).
- Half membership artists pay \$45 per month, first and last month's rent due upon joining (\$90).
- One time only non-refundable facilities fee of \$150 due upon joining.
- Upon entering, first and last month's rent is due, plus facilities fee, making the first payment \$288 (\$240 for half membership).
- The consignment fee on all sales is 20%.
- Artists are paid monthly, usually within the 1st week after the end of the prior month.

The artist's time obligations:

- Staffing time is 8 hours per month, regardless of full or half membership. This can be split into two 4-hour shifts. Plus a minimum of 2 extra 4-hour shifts, or special events periodically.
- New members are required to work two 4-hour training shifts during their first month. Regular staffing shifts start the following month.
- New members *may* be required to work some weekend shifts in order to fulfill their staffing requirements.
- Membership meetings take place the 3rd Wednesday of every other month. Members are expected to attend.
- All members must help run the art gallery as a serious business. Members are expected to serve on a committee or be on call as help is needed. Serving as a board officer is not mandatory but should be considered.
- All members are expected to independently recognize what needs to be done to maintain the gallery business and do it.
- Upon acceptance into the gallery, a copy of the by-laws and membership agreement will be provided for your information

PLEASE FOLLOW THESE GUIDELINES FOR THE JURYING (SCREENING/REVIEW OF ART) PROCESS:

- All incoming artists must have their art juried (screened) by the membership committee and the general membership. Art is accepted according to the gallery's media requirements.
- After the art is accepted, the artist must have an interview with the membership committee.
- All art submitted must be presented as if it were going in the gallery. Once accepted to the gallery, an artist may not substitute any new form, medium or quality of work, without another jurying process.
- Art for review must be left at the gallery on the designated screening date and picked up the following day during business hours (10am – 6pm weekdays and 10am – 9pm Friday and Saturday).
- All art submitted must be accompanied by the artist's resume, business card, artist's biography, and the following two page application.
- No art may be submitted for jurying without first contacting the **membership coordinator, Lorelee Love (prospective@auburnoldtowngallery.com)**, for an appointment. It is up to the artist to make the arrangements. Please provide your phone number and e-mail address to Lorelee. We are unable to store your artwork. Please make arrangements for art to be picked up by a designated person if you are unable to return the day after jurying.
- If your artwork is accepted, it may still be placed on a waiting list, due to space limitations or media requirements of the gallery. Please submit two photos of your work to be kept on file.

Please keep this page for your information.

ARTIST APPLICATION

*****Print this page and fill it out – it must accompany your art when you bring it in to the Gallery*****

Please do not bring your art to the Gallery until you've been asked to do so

PLEASE PRINT LEGIBLY

Name: _____ Phone: _____

Address: _____

City: _____ Zip _____ Email: _____

Describe your art:

List your submissions below and include prices, titles, and medium.

Submit 5 pieces if your work is 2-dimensional (drawing, painting, etc.) or 7 to 10 pieces if your work is 3-dimensional (sculpture, jewelry, glass, etc.)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

List 3 references. Preferably another gallery and at least one job related contact.

1. _____

2. _____

3. _____

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Gallery members are expected to actively participate on one or more gallery committees. Serving on a committee may be rotational for a specified time, or “on-call” as help is needed. The amount of time required per committee varies, but an average amount of time is estimated to be 4 to 8 hours per quarter. Which of the following committees might you be interested in, should you be accepted into the gallery?

- Membership committee
- Gallery publicity
- Property improvements
- Quarterly deep cleaning
- Special exhibit planning

On a scale of 1 to 10 (1 lowest, 10 highest) how do you rate yourself at:

- Taking on a leadership role, such as a board officer role
- Being a team player
- Pitching in when help is needed
- Having free time to respond on short notice
- Acting instead of waiting for others to act
- Acting instead of only suggesting and expecting others to follow-through

Every care will be taken with your work while it is at Auburn Old Town Gallery. However, should loss, damage or theft occur, Auburn Old Town Gallery cannot assume liability.

I have read the above disclaimer, and agree that the inventory listed is correct.

Signature of applicant:

_____ Date ___/___/___

Signature of co-op member receiving for Auburn Old Town Gallery:

_____ Date ___/___/___