



Grove Art Originals

Inventory Sheet, Requirements, Rules & Waivers

Welcome to Maple Grove Arts Center's Grove Gallery. Our aim is to host high end local handmade art gifts for everyone. We will host a wide variety of mediums that will revolve and change out regularly.

Requirements

- Artists will need to have a current advocacy. This is currently \$50 per annum and can be purchased online at www.maplegroveartscenter.org
- Displaying artists will be required to open the Center for at least one 3-hour session per month. If the Center lacks volunteers, your art cannot sell. You will need to be able to take sales and share basic information with the public. Training will be given.
- Items must be priced at a minimum of \$20. We suggest that greeting cards are packed in sets of three or more cards and priced accordingly.
- We have limited display stands etc. so it's advisable to bring some items with your artwork.
- Artists need to submit a W-9 with their completed inventory. This is for 1099's should you receive more than \$600 in any one fiscal year.

Rules

- Artists will be given a number, this number must appear on the price label, so that all sales can be identified, and subsequent payments can be made to the relevant artist.
- We can only host a few pieces from each artist, as we wish to keep the display varied and interesting. You will be advised when you apply.

- Items should be changed out monthly to keep the display fresh. This can be done when you volunteer your 3-hour opening session.
- You must fill in a new inventory sheet each month. It's your responsibility to keep track on your own items.
- All sold items will be paid, net of commission, by the 15th of the month following the sale.
- Commission rates are currently 25% for advocates. If your advocacy lapses, the rate is 40%.
- The decision of what is or is not acceptable work for the gallery is made by the Grove Gallery Director and/or President. These decisions are final.

Waivers

- All taxes, income, and sales (use) tax are the responsibility of the artist.
- Every precaution will be taken in handling artwork, but no responsibility is assumed by Maple Grove Arts Center for loss or damage of any kind. Maple Grove Arts Center cannot be responsible for loss or damage.
- Maple Grove Arts Center reserves the right to charge storage fees on all work that is not collected within 30 days of the artist leaving the Grove Gallery.
- Artists who wish to insure their work, must make their own arrangements.
- Your signature at the bottom of the inventory signifies your acceptance of all the above terms and conditions.

