



Artists' Guild of Spartanburg's Guild Gallery

Gallery Committee:

Carroll Foster, Chair

Alix Refshauge

Kristofer Neely

Daniel Cromer

Jill Jones

Dear Artist:

Congratulations! Your work has been selected by the committee to show in the Guild Gallery during 2010 during the month of _____. Please complete and sign the attached form (contract only) and return it to:

Artists' Guild of Spartanburg
Carroll Foster
200 East St. John Street
Spartanburg, SC 29306

One requirement of exhibiting in the Guild Gallery is that you send a press package to us so we can publicize the show in the local media. You need to send this information on the attached form one month prior to your show to:

Ms. Beverly Knight
155 East Broad Street
#410
Spartanburg, SC 29306
Or email to: beverlyknight@charter.net

We look forward to seeing your work in the Gallery.

Sincerely,

Carroll Foster
Guild Gallery, Chair

200 East St. John Street

Spartanburg, SC 29306

(864) 764-9568

Guild Gallery Contract

1. I, _____, agree to exhibit in the Guild Gallery during the month of _____ in 2010.
2. I agree to pay the Artists' Guild a 40% commission on any sale.
If you are under contract with another gallery which does not permit you to sell outside that gallery, you may exhibit but you will have to pay the Artists' Guild \$300 unless other arrangements can be made between your gallery and the Artists' Guild.
3. I agree to have and host a reception.
4. I agree to have these items at my exhibit:
 - Artist's statement
 - Artist's resume'
 - Guest Book
 - Price list with titles of work
 - A poster outside the Gallery or lettering on vinyl clear plastic on the walls of the Gallery stating your name and title of the show.
5. I agree to have all my works wired for hanging on the facility's hanging system. Sculptures/ceramics should be freestanding. No special installation should be required. The Guild Gallery does not own pedestals but they can often be borrowed from the Spartanburg Art Museum.
6. I agree to hang my show during the last two days of the month prior to the month I am exhibiting in. I will have my show down three days prior to the end of the month that I am exhibiting in. The month of February is an exception because the Spartanburg Art Museum uses our Gallery the last week of the month.
7. I agree to leave all artwork on display until the show is over. Pieces may not be sold and taken in the middle of the show.
8. I understand that I am responsible for any printing and mailing of any invitations announcing the show. However, the Artists' Guild will supply mailing labels of its members and/or forward an email invitation to its members if I request them.
9. I understand there is a 40 piece limit on 2D work hung on the walls.

Sign here:

_____Artist's name _____Date

_____Guild Gallery Chair

Artists' Guild of Spartanburg

Request for Media Contact for Guild Gallery Exhibit

Name:

Address:

Phone, e-mail:

Title for Exhibit:

Date and Time You Will Be Hanging the Show:

Beginning and Ending Date of Show:

Date and Time of Reception (if applicable):

Write a brief description of the works to be exhibited (medium, size, etc.):

Attach a bio or vita and artist's statement. If possible forward digital photos of one or more works that will be in the show and/or a photo of you with art.

Beverly Knight, 864-585-8912, beverlyknight@charter.net, 155 E. Broad St. #410, Spartanburg, 29306.