



#ShopLocal Gift Shop Guidelines

Artist Guidelines

- Exhibiting artists must be members of Piedmont Arts.
- Exhibiting artists must live in one of the following regions: Virginia or North Carolina; or be participating in an exhibition in the museum's main galleries. Artists from other regions may be considered on a case-by-case basis.

Artwork Guidelines

- Artists are encouraged to show their best original work.
- Ceramics must be hand-built or made with artist-created molds.
- Jewelry must include primarily handmade elements.
- Paintings and framed photographs must be original and wired for hanging.
- Cards and works in mats must be original or reproductions of your original work.
- All items should be artisan quality and not readily available in retail stores.
- Work with lower price points (\$100 and less) are encouraged.
- All work must come labeled with the artist's name, title of work and sale price.

Exhibition Schedule

- New work will be accepted every six months (November and May). The Director of Exhibitions will inform artists of artwork delivery and pick-up dates.
- Artwork may not be removed by the artist prior to the designated delivery and pick-up dates, unless pre-arranged with the Director of Exhibitions.
- The Director of Exhibitions will work with each artist to determine the number of works needed for display.
- Artwork will be displayed as space allows. If there is not room to display submitted work, it may be held in storage at the discretion of the Director of Exhibitions or returned to the artist.

Artwork Sales

- Piedmont Arts retains a 20% commission on all works sold. Price your work accordingly.
- Piedmont Arts will collect and pay the sales tax on all artwork sold.
- Credit card fees will be paid out of Piedmont Arts' commission.
- Piedmont Arts will issue a check for sold artwork within two weeks of the sale. All payments will be made as checks. Piedmont Arts cannot pay artists in cash. Checks are void unless cashed within 90 days.

Return to:

Director of Exhibitions Bernadette Moore • bmoore@piedmontarts.org
215 Starling Ave • Martinsville, VA 24221 • 276.632.3221 • PiedmontArts.org



#ShopLocal Gift Shop Agreement

Artist Information

Name

Address

City

State

Zip

Email

Phone

Attachments: Email attachments to bmoore@piedmontarts.org

- Artist statement, including brief description of your work.
- 3 digital images of work representative of that which you plan to display.
- Digital inventory of work (Spreadsheet format with title of work, description, sale price).

I agree to the #ShopLocal Gift Shop Display Guidelines.

Artist Signature

____ / ____ / ____
Date

Accepted by Director of Exhibitions

Director of Exhibitions Signature

____ / ____ / ____
Date

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