**Circle of Art Atchison - COAA Artist Responsibilities Agreement**

**Artist and Guest Artist Selection, Requirements and Responsibilities**

​​Gallery Member and Guest Artists are selected through a jurying process. The process is to maintain a diversity of artistic styles, ensure an artist’s quality of art, and that gallery inventory is maintainable.

* Artist pays a $50.00 non-refundable jurying fee to present for gallery consideration.
	+ The $50.00 fee covers submission of up to four art mediums.
	+ Six items of each medium need to be provided for consideration to qualify.
	+ Juried Art needs to be original (professional, not from a kit) work created by the artist.
	+ We are looking for Creativity, Composition, and Craft.
	+ If selected, the $50.00 fee will be applied to the first quarter’s membership dues.
* Approved artists for the gallery may be placed in a waiting list for later selection if space is not available or diversity of art mediums is needed.
	+ Approved artists waiting for a spot in the gallery may submit for a guest artist space.
* If accepted, membership dues are $100.00 Quarterly, or $400.00 Annually, payable at the time of the art installation in the gallery.
* Once installed in the gallery, a one-year commitment is required.
* 20% of artist sales commission goes to COAA. The remaining 80% to be paid to the artist monthly.
* 25% of funds from artist-held, COAA hosted or sponsored classes go to COAA.
* Artists are responsible to manage their inventory to ensure suitable stock is onsite.
* Gallery Artists are required to work a minimum two (2) monthly shifts, totaling approximately 8-10 hours a month, at the gallery, or at COAA events.
	+ Shift coverage can be sold/traded to other gallery members, if available.
* Guest artists will pay a $100.00 Visitation Fee to COAA for a 60-day appearance.
	+ Guest artists encouraged, but not required to attend a launching of their visit.
* Respect to the customer and respect to your fellow artists is key. Artists will follow
Rules of Respect/Conduct and Rules of Standardized Usage as gallery or guest members.

Exceptions, or revisions to this agreement are at the discretion of the COAA gallery directors.

 **Artist Application**. If interested please fill out and return to [Art@CircleOfArtAtchison.com](file:///C%3A%5CFiles%5CArt%5CCircle%20of%20Art%20Atchison%5CBusiness%20Plan%5CArt%40CircleOfArtAtchison.com).

**Name**

**Address**

**Phone**

**Email**

**Art Medium(s)**

**Gallery Interest: Gallery Artist Guest Artist Either**