

EXHIBITION RULES

AT 29 PALMS ART GALLERY

Standing Rules for Exhibiting Artists

The Guild welcomes the opportunity to exhibit your work. We ask that you review our guidelines as stated below.

- Showing at the 29 Palms Art Gallery requires active membership.
- All work must be original without plagiarism and sole property of the submitting artist.
- Work may not be removed by the artist during the run of the show.
- Work submitted should be for sale.
- Work should display an acceptable degree of mastery of the style and media used.
- Artists are encouraged to refrain from showing the same piece more than 2-3 times.
- Artwork bearing any promotional/informational material other than artist's name or signature may not be accepted.
- Works determined to be a safety hazard (e.g. sharp edges) or that could cause damage to any physical aspect of the Gallery might not be accepted.
- Size Limits for Members' Gallery shows:
 - a. *Two-dimensional: An entry is limited to horizontal measurement of 36". The 36" total may be one or more pieces. Larger pieces are appropriate for the Judged and Summer Shows.
 - b. Three-dimensional: One piece should not exceed 40 lbs. Any piece over 25 lbs. must be positioned by the artist with the approval of the Curator. Three smaller pieces, such as pottery, are considered one entry, but may be limited by Curator because of available space. The Gallery provides pedestals for free-standing work.
- The 29 Palms Artists' Guild, any member, agent, or sponsor will not be responsible for any loss, theft, or damage of any kind to the artwork(s) submitted or accepted for show. The Artist/Owner is responsible for their own insurance.

PREPARATION

- Wall entries must be dry, wired, and ready to hang. We use the WALKER HANGING SYSTEM (a rod with a hook that hangs from a rail) in order to preserve the original adobe walls in the Gallery. As such, saw tooth, bracket hangars, triangle, nails, screws, putty, glue, staples, double-backed tape, or other methods of hanging will not be accepted. Please note: gauge of wire should be sufficient for the weight of the work and artwork should be secured in frame, and frames must be in good on condition.
- Free-standing work must be balanced and sit securely atop a pedestal or on the floor.
- At Intake, two (2) labels containing artist's name, title, media, year completed, and price. One label must be taped on the back and the other taped on the front of each work of art. An Artist Agreement also must be completed. Only a front label is necessary if all artist_contact information is on the back.

FEES – Featured Artists

- Standing fee for Featured Artists is \$300. Artist should attend the opening and encouraged to docent twice for a partial refund of the fee.

FEES – Members' Gallery and Members' Summer Show

All submitting artists are asked to volunteer as either docent in the Gallery or attend in the Gift Shop four hours* during the month of showing or pay an entry fee. Fees are waived if the artist or their representative volunteers a total of 8 hours or two shifts. Fees are partially waived if the artist or their representative volunteers a total of 4 hours or one shifts. Entry fee is \$15 for students, active military, or seniors 65 or older. For all others the entry fee is \$20. **Volunteer time exceptions will be made for artists with a disability that precludes them from carrying out the required duties.*

FEES for the annual Members' Judged Show may differ from the entry fees above and will be set by the Exhibitions Team Leader prior to the call for entries each year.

INTAKE/OUTTAKE PROCEDURES

- Intake/Outtake generally occurs on the Monday before the first Saturday of a month from 10 am to 1 pm.
- The Intake Team will receive your art, check for two tags and appropriate hanging wire, accept a signed Agreement, verify docent obligation, and accept payments.
- All packing must be removed from the Gallery at the time of delivery.
- At Outtake the artist must sign out their work on the Agreement. A Gallery representative must also sign. Pick-up by another person requires authorization in writing.
- Artwork must be picked-up on designated Outtake day after the close of the show.
- Unclaimed work will be stored at the Gallery in an unsecured area to be picked-up during business hours.
- *Artists leaving work more than 30 days will be notified by email or phone call. If the art is still present in storage after another 60 days, then the art becomes the property of the Gallery.*

SALE OF ARTWORK

- Artists will receive a bank check in the mail for artwork sold. The amount will be the sale price minus the **35%** Guild commission. If you do not receive payment within 30 days of the show closing, please contact the Gallery.
- The Gallery collects and pays California sales tax.
- If the buyer takes the piece at the time of purchase, then the Gallery docent will call the artist, who then has the option of replacing the sold piece. If a new piece is brought in, it should be added to the Agreement and the entry initialed by artist and staff.
- If the buyer requires shipping of the art, the artist is responsible for making arrangements with the buyer.

EXHIBITION DECISIONS

Decisions concerning acceptance and placement of art are initially made by the Curatorial/Exhibition Team. Final acceptance, rejection, or placement of a piece of art is the prerogative of the Gallery Curator with oversight by the Board of Directors. Artwork that might be interpreted as possibly offensive to any group may be rejected. However, the artist may appeal such a decision by submitting a written request for reconsideration to the Board of Directors.

1. The Guild expects Artist Members to refrain from submitting pornographic and/or gratuitously violent images.
2. Artists proposing a Featured Artist Show should include images that portray the full range of work to be shown. The Gallery wishes to avoid a situation when part or all of the work brought on Intake day diverges from the concept established by the images submitted with the proposal application.
3. **Size limitations for an entry as stated in the Exhibition Rules for Members' Gallery may be altered to accommodate larger work at the discretion of the Curator. Similarly, the number of smaller works might be limited.*