

**Alleghany Arts & Crafts**  
**18 South Main Street, P. O. Box 1892**  
**Sparta, NC 28675 336-372-1776**

Alleghany Arts & Crafts is a 501c3 tax-exempt organization in North Carolina. We operate as a co-op gallery for local area artists and crafters in the heart of Sparta, NC. The gallery is open to all artist/crafters who are inspired and creative with a desire to be part of a growing arts community.

#### Benefits of Membership

- Opportunity to showcase and sell your work
- Low monthly membership fee and commissions
- Reduce commission through active work in the gallery
- Receive additional exposure through gallery events and advertising
- Receive a discount on the entry fee for the gallery Annual Christmas Craft Show
- Collaborate with other artisans

#### Commission Schedule

- 25% -35% for non-working members \*
- 15% for those working a minimum of 3.5 hours per month
- 10% for those working a minimum of 7 hours per month
- 7.5% for Day Managers: those who agree to work the same shift each week or arrange to have their shift covered. They are required to work a minimum of 2 shifts per month to maintain this status.

#### Membership Process

- Complete a membership application
- Bring to the gallery, 3 items per category to be juried. Items must be priced and ready for sale.
- Upon acceptance, the Jury Committee Chairperson will contact you.
- Sign your membership agreement, pay the first 3 months dues (\$90) and receive a vendor Number.
- Contact the Display Committee to arrange for your works to be displayed in the Gallery.
- Membership Requirements
  - Monthly dues are \$30 per month for individuals and \$45 for family membership.
  - Active participation in the working of the co-op is expected.
  - Vendor Number must appear on all price tags of all your items on display.

\* Members unable to work may seek an exemption from the Board of Directors. They will be charged a commission of 25%. Member without an exemption who do not work during the month will be charged a commission of 35% for that month.

# APPLICATION FORM

ALLEGHANY ARTS & CRAFTS - 18 S. Main Street - Sparta, NC 28675 - 336 372 1776

Name (Please Print) \_\_\_\_\_

Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Preferred Phone # \_\_\_\_\_ Email \_\_\_\_\_

Art or Craft Category(s) \_\_\_\_\_

Please provide a minimum of 3 items for *each category (maximum of 3 categories)* you wish juried; a brief biography/artist statement with photo; and a description of materials and techniques.

## Alleghany Arts & Crafts (AA&C) Terms and Conditions:

- All work must be original, handcrafted and created solely by the artist/crafter on this form.
- All submitted work must be complete, undamaged and priced for sale.
- We do not accept items embellished or made from commercially available kits, plans or patterns; imports; factory-made or assembled items; mechanical reproductions; or digital reproductions of work that originates in another media.
- All canvas must have finished edges; mats and frames must of good craftsmanship without blemishes.
- Small items, such as note cards, must be enclosed in a professional packet for display.
- A vendor will have no more than three separate media on display in the Gallery at any time. Exceptions must be deemed an asset to the Gallery and approved by the Jury Committee.
- The Jury Committee has the authority to re-jury any and all items in the Gallery as deemed appropriate.
- Sales of a vendor's work that were initiated due to Gallery display will be subject to commission to the Gallery and all applicable State Sales Tax.
- Alleghany Arts & Crafts is not responsible for any loss or damage to items submitted for the jury process or on display in the gallery.

I agree to abide by all terms and conditions herein for the duration of my AA&C membership and I declare these items are my own handcrafted art.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

## Below for Jury Committee Use

Juried / Accepted Date: \_\_\_\_\_ Vendor Code # \_\_\_\_\_

Dues for 3 months amount \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Received by \_\_\_\_\_

Category(s) \_\_\_\_\_

Signed, Jury Chair: \_\_\_\_\_

# APPLICATION FORM

Brief Biography / Artist statement: \_\_\_\_\_

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Description of your media and techniques: \_\_\_\_\_

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How long have you been an artist/crafter?: \_\_\_\_\_

What talents or experiences can you offer our cooperative: \_\_\_\_\_

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What days can you work in the gallery? \_\_\_\_\_

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# Membership Agreement

## Alleghany Arts & Crafts

18 South Main Street - P. O. Box 1892 - Sparta - NC 28675 - 336-372-1776

Alleghany Arts & Crafts (AA&C) is a 501c3 tax-exempt organization in Alleghany County, North Carolina. We operate as a "co-op gallery" for local area artists and crafters in the heart of Sparta, NC. As a Member of AA&C, I agree to abide by the Bylaws, Guidelines and Decisions of the Executive, Jury and Display Committees.

I Agree to interact with the Officers and Members of the corporation, and the public with proper decorum.

I Agree to pay my dues of \$30 per month for a single membership or \$45 for a family membership, on or before the 15th of each month. Dues not paid by the end of the month will be automatically deducted from my sales revenue. Non-payment of dues for more than 60 days may result in termination of my membership.

I Agree that AA&C shall act as agent for me/us in conducting transactions between buyer and Gallery during the time of exhibited work as depicted by description and price thereto.

I Agree that sales initiated due to my Gallery display will be subject to AA&C commission.

I Agree that AA&C is not responsible for loss or damage to any item on display.

I Agree to work a minimum of 1 shift in the Gallery each month or be responsible for such shift coverage.

I Agree to sales commission to the AA&C per the following structure:

- 35% for nonworking members.
- 25% for non-working members who have obtained a work exemption from the board.
- 15% for those working a minimum of 3.5 hours per month.
- 10% for those working a minimum of 7 hours per month.
- 7.5% for Day Managers; those who agree to work the same shift each week or arrange to have their shift covered. They are required to work a minimum of two shifts per month to maintain this status.

I Agree to supply Display Chairperson with a text biography and jpeg photo of themselves to be used in their assigned display area and in the Gallery website and marketing releases.

I Agree that all items in the Gallery will be periodically re-juried by the Jury Committee.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Cell \_\_\_\_\_ Email \_\_\_\_\_

Juried/Accepted Date: \_\_\_\_\_ Vendor Number: \_\_\_\_\_