

## MEMBERSHIP AGREEMENT

Welcome to The Art Group (TAG) -- a 501(c)(3) non-profit, cooperative Gallery. We are a group of artists and artisans of diverse interests and backgrounds who share a common goal of producing art to sell in our Gallery. As a cooperative, all artists share in the day to day operations of the Gallery including; selling each other's art and crafts while working in the Gallery, attending meetings, working on committees and making decisions.

We hold regular open meetings at 9:30 AM on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of every month, during which we conduct the business of running the Gallery. All members are encouraged to attend, since decisions made during the meetings will affect all members. We need everyone's input in order to ensure that we take care of all of our members' needs.

This membership agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_ by and between The Art Group (TAG), a 501(c)(3) non-profit Gallery located at 5906 Main Street, Mount Jackson, Virginia 22842, and the individual Artist named below.

Artist \_\_\_\_\_

Address \_\_\_\_\_

Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

Membership Option Selected: Level \_\_\_\_\_ Space Size \_\_\_\_\_  
(see page 2)

Docent activities - Day(s) selected for month: 1 2 3 4 Mon Thur Fri Sat Sun  
1 2 3 4 Mon Thur Fri Sat Sun

Will Call by 10<sup>th</sup> for following month

Monthly Membership Dues \$ \_\_\_\_\_ (based on options selected on page 2)

Participate in 20% sales \_\_\_\_\_ (Initial)

Participate in satellite exhibits \_\_\_\_\_ (Initial)

Have one person Front Gallery Show \_\_\_\_\_ (Initial)

Works utilized for promotional purposes \_\_\_\_\_ (Initial)

The undersigned artist/artisan agrees to:

- Notify TAG immediately if contact info changes.
- Provide the Gallery with an artist biography.
- To present work properly framed and ready for hanging or display if 3-D art. All frames must have hook eyes and wire for hanging. Saw-tooth hangers and wet paint are not permitted. Frames, glass, and mats should be clean and in good condition.
- To provide an inventory sheet of all works, which is regularly updated. Each work should be labeled on the back/underside with name of artist, Name of work, medium, and price.
- The Exhibit committee hangs all works

- Artists are being accepted based on the art they have provided the Art Committee. If artists wish to explore new mediums, they should present samples of the new work to the Art Committee.
- The Gallery's commission is 20% of all sales. The Gallery retains rights to:
- Move art and rearrange displays without notice
- Determine appropriateness of work for exhibition
- If the Gallery has open spots, an artist may be asked for additional work to display on a temporary basis.

The Gallery is very successful in selling items priced under \$25. We encourage our artists/artisans to create some items in that price range, when possible.

### Membership Options

Membership dues are charged based on the square footage on which the artist exhibits , combined with the amount of the artist/artisan's involvement in running the Gallery.

Level 1	Level 2	Level 3
Docent - 2 days per month Meeting Attendance - 4 per year Sit on one committee	Docent - 1 day per month Meeting Attendance - 2 per year	No docent requirements Meeting Attendance - 1 per year
3' x 7' (21 sq ft)     \$16 per month	3' x 7' (21 sq ft)     \$20 per month	3' x 7' (21 sq ft)     \$30 per month
4' x 7' (28 sq ft)     \$21 per month	4' x 7' (28 sq ft)     \$26 per month	4' x 7' (28 sq ft)     \$39 per month
3' x 10' (30 sq ft)    \$23 per month	3' x 10' (30 sq ft)    \$30 per month	3' x 10' (30 sq ft)    \$45 per month
4' x 10' (40 sq ft)    \$30 per month	4' x 10' (40 sq ft)    \$40 per month	4' x 10' (40 sq ft)    \$60 per month
7' x 10' (70 sq ft)    \$53 per month	7' x 10' (70 sq ft)    \$70 per month	7' x 10' (70 sq ft)    \$105 per month

Note: A 3' x 7' (21 sq ft) space holds 5 small, 4 medium or three large paintings.

### Docent Scheduling

A docent day can be divided into two half-days.

If you cannot fulfill your docent hours in a particular month, any adult who is trained to run the Gallery can cover them.

We encourage you to select specific days of the month to which you are willing to commit to sit the Gallery. For example, you could select the 1<sup>st</sup> and 3<sup>rd</sup> Friday each month.

If you do not select specific days to sit, you are expected to call in/ come in to the Gallery no later than the 10<sup>th</sup> of the month, to sign up for the next month.

Please make arrangements with a Board member to come into the Gallery one day for one hour the month before you first sit the Gallery to learn how to run the Gallery and to pick up your key.

### Committees

Brochure/Flyer Creation	Housekeeping	Marketing	Economic Development
Brochure Distribution	Technical	Art Jury	
Hospitality	Newsletter	Member benefits	
Display	Membership	Special Events	

### Special Events

All members are expected to participate in special events when possible such as: Art in Action, First Friday, Annual 4th of July Barbecue.

**Guidelines for Pricing**

If uncertain how to price their work, artists should look around the Gallery and find comparable work and set prices accordingly. Any established exhibiting artist at the Gallery will be happy to help with pricing.

**Member Benefits**

- Established artists who will share their experience and knowledge with you.
- Discounts at Craft House Studio Art Supply in Harrisonburg and Pearl Paint.
- Promotion of exhibition and sales through press releases and media contacts.
- Referral of commission opportunities to artists/artisans as they become available.
- Promotion of artists/artisans through additional outside exhibition opportunities.
- Custom personal portfolio page on the Gallery website.

**Help us add to our benefits! If you know of a benefit, which can be offered to our members, please notify a Board member.**

**Art Donations**

The Art Group accepts works of art and fine crafts as donations which can then be sold for the Gallery's benefit *and provide a tax deduction for the artist*. Any artist interested in making a charitable contribution of original artwork or monetary gift - please contact a board member.

**Liability**

The Art Group will not incur the liability for damage, theft or loss of artwork

**Additional Needs/Skills of Gallery**

The Art Group occasionally has needs that require additional skills or resources. Please circle any skills or experience that you, or a significant other, possess, or have access to, that may be called upon if needed.

Painting (walls, not canvas)  
 Plumbing  
 Legal  
 Secretarial  
 Office supplies  
 Art supplies  
 Other \_\_\_\_\_

Carpentry  
 Electrical  
 IT - hardware, software, data entry etc  
 Accounting  
 Cleaning - labor and supplies  
 Catering

IN WITNESS WHEREOF THE PARTIES HERETO EXECUTE AND DATE THIS AGREEMENT:

Artist signature \_\_\_\_\_ Date \_\_\_\_\_

The Art Group representative \_\_\_\_\_ Date \_\_\_\_\_