

theartleague

Bin Gallery Membership Information 2010-2011 Membership Year

Welcome! Congratulations on becoming eligible to exhibit in The Art League Bin Gallery. It not only provides you with the opportunity to continuously exhibit in one of the most visited galleries in the region, but also with the chance to build a client base and sell your work. It is of the utmost importance that the work you enter into the Bin Gallery be of the same high quality and of the same media of the work you have shown in the monthly Art League shows.

Eligibility

Eligible members are those members who have had artwork accepted into three juried Art League membership shows during the previous membership year (July 1, 2009 – June 30, 2010). Members are responsible for keeping track of the shows in which they have been accepted. Eligible members will be contacted in early June. Once you have been accepted into three shows, you are accepted into the Bin Gallery. You must continue to be accepted into three juried Art League membership shows during each membership year (July 1 – June 30) in order to renew your Bin Gallery membership in subsequent years. You must wait until the beginning of the next membership year to join the Bin Gallery if you are not already a member.

Dues

Annual dues for Bin Gallery membership are \$55.00 for all two-dimensional artists. Dues for three-dimensional artists and pastel artists (those who cannot display shrink-wrapped work in the bins) are \$35.00. Bin dues are in addition to your yearly \$70 Gallery membership so, you must also pay your \$70 membership dues in order to be a Bin Gallery member. You can make one payment of \$125 total for both membership and Bin Gallery.

FRAMED WORKS – WORK FOR MONTHLY BIN GALLERY SHOWS

As a Bin Gallery member, you may bring in ONE framed work for the monthly Bin Gallery show, during regular receiving times only! Submissions at any other time cannot be accepted. The Bin Gallery shows are featured for the same period as the juried membership shows. NOTE: There are months with no Bin Gallery such as August (International Landscape Show) and February (Patrons' Show). Please watch the Tidings for information.

◆ Size & Presentation

The Bin Gallery is the place for you to exhibit small works. Pieces may not be larger than 320 square inches (16" x 20" or any configuration of 320 square inches) including the frame. Works that are too large will not be displayed. Sculptors' work should be proportionate to this size. Width x height x depth must be 320 inches or less. All wall pieces must be framed and ready to hang with appropriate hanging-

wire securely attached to the back. The same presentation standards for the monthly, juried exhibits apply to the Bin Gallery.

◆ **Entry**

When you come into the Gallery during receiving to enter your Bin Gallery piece, the sign-in sheet will be in the Bin Gallery. If you do not sign in your piece, it will not be hung. You must **sign your piece in**, fill out a Bin Gallery tag: attach the tag to the back, upper left-hand corner of your piece, write your last name on a small white label and attach to the edge of the frame/painting and stack your piece against the far wall in the Bin Gallery. You may not enter the same Bin Gallery piece in consecutive months. Please wait at least 2 months before displaying a work you have already shown in the Bin Gallery. You may enter works that have been in membership shows into the Bin Gallery as long as they fit the size requirements. You can also hang work that has been in a membership show the month following the membership show.

◆ **Sale of Bin Gallery (Wall) Works**

When we sell a Bin Gallery wall piece or flat piece, we notify you by phone. The gallery takes a 40% commission on all sold works. Commissions are paid by the 15th of the following month. Once you sell a piece off the wall, you are eligible to bring in another work to replace it for the remainder of the month. We request that your replacement piece be of a similar size for installation purposes. When you bring in your replacement complete the tag and sign your work in. The wall sign in is at the main gallery desk. Gallery staff will assist with signing in new works.

◆ **Price Changes**

No price changes are allowed during the month on work exhibited on the walls.

BINS – UNFRAMED WORKS

Works suitable for the bins include works on paper, panel and un-stretched canvases. Pastel works are not suitable for the bins. Clients often see works on the wall and want to see more works by the same artist, and we refer them to the bins. It is beneficial for you that your Bin work is reflective of the work that you are currently exhibiting.

◆ **Specifications**

Artists may display a maximum of 5 unframed pieces in the bins at a time. These pieces should remain in the bins for six months before they must be removed and replaced with new works, if they don't sell. You may not enter the same pieces consecutively. It is each artist's responsibility to monitor the condition of your bin work (i.e., the condition of the shrink wrap, make sure your artwork hasn't falling out of the mat, etc.). The Gallery Staff monitors the bins monthly and will remove pieces that are damaged, outdated, or labeled incorrectly. If a work is pulled, we will send a postcard to notify you. Your piece will be stored in the closet, and we request that you retrieve it promptly. Works left in the closet for six months become the property of The Art League without notice. Works from the Bins that are sold can be replaced with new work. We will notify you of any sales so you can replace your work immediately.

◆ **Submitting Work**

All bin pieces must be signed in on your personal bin sheet, which are filed alphabetically in the binders on the bin gallery bookshelf. If you are adding work to the bins, submit your completed bin sheet to the gallery desk. Please print and write legibly to insure price accuracy. Any other changes you make to the sheet are for your own records and do not need to be submitted to gallery staff. This includes pieces you remove or which have sold. In these instances, simply re-file your sheet in the binder. We no longer record sales on the bin sheets. These are for your records. All bin pieces are entered into our database so that we have a complete inventory of work on hand at all times. All sales are recorded in the database.

◆ **Dimensions**

Currently, our Small Bins hold works no larger than 16" x 18" (including mat), the Medium Bins hold works no larger than 25" x 29" (including mat), and the Large Bins hold works no larger than 38" x 45" (including mat).

◆ **Matting/Backing**

All bin work must be matted. All work must be backed with acid-free foam core, with neatly cut edges. NO CARDBOARD BACKING, EVER.

◆ **Presentation/Labeling**

We want to sell your artwork! Each piece must be neatly presented. This includes the artwork itself, the mat, backing, and packaging. Works should be matted and mounted on foam core or backing. Please follow the directions for attaching labels to bin pieces. You may use the labels provided by the gallery or create your own. We discourage artists from putting personal contact information on the back of the work however, website information is a good idea. PLEASE WRITE LEGIBLY ON YOUR ENTRY FORMS AND LABELS OR PRINT THEM ON A COMPUTER IN ORDER TO AVOID CONFUSION, ESPECIALLY WITH PRICES. You can download preprinted Bin Labels on our website at:

www.theartleague.org/content_pages/view/25

◆ **Shrink Wrap**

All bin pieces must be shrink-wrapped or in an acrylic, clear plastic envelope and free of any kind of tape. For a small fee, The Art League Store provides the service of shrink-wrapping bin pieces. (Price list attached) If you use the store service, complete your labels and take the work to the store to be shrink-wrapped. Make sure you have also filled out your bin sheet and submitted it to the gallery staff. The store will bring the pieces to the gallery when finished. Shrink-wrapping is done every Friday.

◆ **Sales**

Sales of Bin works are always entered in the database. As soon as a Bin piece sells, you may be replace it. As with any sale in the gallery, commissions are paid by the

15th of the month following the sale. For example, if your piece is sold on May 2, you will be paid on or before June 15.

◆ **Missing Work**

Customers often shift pieces into the wrong bins as they shop. Before reporting a missing piece to the desk, please look through every single bin and search again the next time you are in. Very rarely do pieces go missing, and it is most often the case that the bins must be searched more thoroughly. If you go a full month without finding your piece, then please request help from the gallery staff. The Art League is not responsible for theft or damage of your artwork. We try our best to keep it safe!

Resumes

Collectors always request resumes and artist statements. They want information about the artist whose work they have purchased. Every Bin Gallery member must have a current resume on file with us. It can be a brief one-paragraph bio or a one – two page artist resume. E-mail your resume to Rose O'Donnell at roseo@theartleague.org or bring it to the gallery so that we can print it on Art League letterhead.

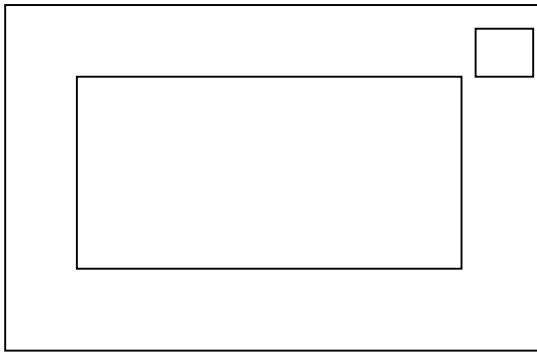
BIN LABEL "HOW-TO"

(For unframed, shrink-wrap pieces)

Please use removable labels, available in Bin Gallery bookcase.

FRONT LABEL:

- Place on the upper right-hand corner, on top of shrink-wrap.



Last Name
Date entered into bins
Price

BACK LABEL:

- Upper left-hand corner. This should be attached to foam core backing, under shrink-wrap. Do not put the price on this label.

Full Name
Title
Medium

