

SMALL ART BOUTIQUE FALL 2022 PROSPECTUS

Arts Illiana Gallery, 23 N. 6th Street, Terre Haute, IN 47807

boutique.artsillianagallery@gmail.com

CALL FOR ARTISTS & MAKERS:

APPLICATION OPEN FROM AUGUST 19-SEPTEMBER 16, 2022

SMALL ART BOUTIQUE OPENING: FRIDAY OCTOBER 7, 2022

APPLICATIONS SELECTED BY: ARTS ILLIANA GALLERY DIRECTOR & GALLERY COMMITTEE

- Open to artists makers in the surrounding counties of Terre Haute, (Vigo, Vermillion, Sullivan, Putnam, Parke, & Clay Counties in Indiana, & Edgar & Clark Counties in Illinois.
- Boutique items should be items no bigger than 12x12 inches and price for items to sell. A recommended price point for items would be \$5-\$75.00, these items will be on display to purchase to the public in The North Gallery along with the Guest Juror (Tyler Brown) for "small art 2022"
- There is no application fee for the boutique.

Application Instructions:

PLEASE READ THESE APPLICATION INSTRUCTIONS CAREFULLY:

(We recommend printing a copy of this prospectus for your records. Any questions about this prospectus or the entry process should be directed to the Gallery Director at

boutique.artsillianagallery@gmail.com)

- To be considered an artist & maker for a "small art boutique" you need to send an **email to boutique.artsillianagallery@gmail.com with the header "Application for small art boutique"**
- In the email, you should have the following documents:
 1. **artist cv/resume**
 2. **inventory document of items wanting to sell with a photo of item and description along with sale price**
 3. **bio/artist statement on items for sale**
 4. **jpeg photo headshot which will be used for promotional material if you get accepted as an artist & maker for the boutique.**
- The deadline for this application is Friday, September 16, 2022, at midnight EST.
- Items must be original works in any art medium and completed in the past 5 years.
- ALL ITEMS MUST BE FOR SALE AND READY FOR DROP OFF ON OR BEFORE FRIDAY SEPTEMBER 30
- ARTS ILLIANA GALLERY will take a 30% commission on sales.
- All artists & makers who are in a "small art boutique" will receive 3 checks. One in November, December, and January.
- Towards the end of every month, you will be informed by the gallery director via email if your items have been sold. In the case that all of your items have sold or inventory is low you will be emailed to restock items if available.

*IF YOU NEED ASSISTANCE with photographing your work or assistance with the application process, please email the Gallery Director at boutique.artsillianagallery@gmail.com

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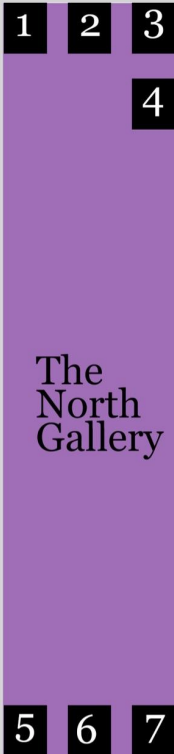
- All items that are framed need to be plexi or acrylic, no glass!
- If you have jewelry items you need to provide the appropriate packaging for them to be on display and for sale.
- If you are selling prints they need to be in a clear bag or something clear for buyers to see the work but also protect from fingerprints.
- ALL ITEMS FOR SALE MUST BE LABELED on the back, or bottom of the sculpture and tag on jewelry
- LABEL INFORMATION: PRICE, YEAR CREATED, MATERIALS, and ARTIST NAME. Artwork without labels WILL NOT BE ACCEPTED.
- Pieces must be SALE READY! Making for an easy setup for the boutique. If we are waiting on your items and they are not here before the opening of “small art 2022” Friday, October 7, 2022 you will be removed from the boutique and will need to resubmit your application for future “Boutique Opportunities”
- The Gallery Committee will choose accepted artists and makers will be notified by email of acceptance. Notification emails will come from: 'boutique.artsillianagallery@gmail.com', so please check your Spam folder and/or email us if you have not received a notification by September 20, 2022.
- If you DO receive notification, PLEASE RESPOND WITH AN EMAIL to let us know that you have received notification and WHEN WE CAN EXPECT DELIVERY of your items.
- The gallery reserves the right to reject any artwork due to inadequate preparation for installation, or for potential security or public safety issues. Any accepted and delivered works that differ in quality or are not representative of the digital file may be disqualified at the discretion of the Gallery Director.
- Those who have been accepted are then responsible for transporting items to the gallery. Accepted items must be delivered or shipped to Arts Illiana Gallery, 23 N. 6th Street, Terre Haute, IN 47807 between September 26-30, 2022 TUESDAY-Friday 10 am-5 pm, & Saturday 10-4 pm.
- If another time or day is needed for delivery, an appointment is required via email at artsillianagallery@gmail.com. It is the responsibility of the artist to transport and insure (if desired) works in transit to and from the gallery. Shipped work must be packed in reusable containers to be returned by post, clear shipping instructions must be included, as well as shipping labels, FedEx or UPS prepaid labels, or prepaid USPS postage.
- Artists & makers must sign the Loan Agreement upon delivery of their work to the gallery.
- Artists who ship their work must print a copy of the Loan Agreement (it will be emailed to the artists), sign it and email it back or send it along with their shipped work.
- *Works not sold need to be retrieved by the artist or the artist's proxy should be collected on January 26, 2023.

Conference
Room

Offices & Hallway

Arts Illiana Gallery Boutique Map & Info:

Wall for Guest Juror Tyler Brown



* All items for "small art boutique" need to arrive between September 26-30, 2022

* Refer to the prospectus on the application process.
Email boutique.artsillianagallery@gmail.com for more information.

* 4-7 display cases or pedestals that will have boutique items on them.
All boutique items will be on display and available for sale in The North Gallery along with the Guest Juror's work.

* If there is an overflow of inventory of boutique items they will be stored in The Gallery Director's office.

* All sales will be logged in the google excel sheet letting artists and makers know how much inventory is left.

* Arts Illiana will receive a 30% commission on sales.

* Artists & Makers who sell work will receive a check in November, December, & January.

* All unsold items will need to be picked up by January 26, 2023.

Gallery