



Group Art Show Proposal Form
GALA Arts Gallery
135 Front Street, Winchendon, MA 01475

The Gardner Area League of Artists is now accepting proposals for the 2019 exhibition year.

Months currently available: June, August, September, October

GROUP SHOW TERMS & CONDITIONS

General Information:

- A Group Show is open to ALL artists (professional and amateur).
- Group Shows will be held at the gallery on 135 Front Street, Winchendon.
- GALA defines Group as 2 to 14 artists whose artworks harmoniously achieve a common artistic goal, style, or theme.
- The gallery can hold between 60 – 70 pieces of artwork on the walls, all depending on the size.
- One individual from the group must be designated as the contact person.
- All artists in the group must be current members of GALA during the dates of the show. If unsure of membership status, please email membership@galagardner.org.
- GALA requests that all artwork submitted not include subject matter that may be considered offensive for children and families.
- All artwork to be hung on the walls must be wired for hanging.
- A Group Show runs for one month. The show opens the first week of the month and ends the last week of the month.
- You may create your own artist group or you may be invited to join a group.
- Group members must work and cover all shifts of the Gallery for the month and are responsible for sales and cleanup. A GALA Gallery Committee member will be there each open day to assist the group with gallery sitting.
Since you will be working your own show, shifts worked will count toward your Membership obligation.

Fees:

- There is a fee of \$100 to rent the gallery for one month.
- GALA receives a 25% commission on all artwork sold during the exhibit.
- Artists whose work is not removed on the strike date will be charged a fee of \$5 per day for storage.
- Any artwork not picked up within 30 days of the strike date becomes the property of GALA.

Submission:

- Submit your Proposal online by going to <https://form.jotform.com/90316574828969>, or complete and mail this hardcopy Proposal. Either way, you must email 3 photo samples of each of the artists' artworks for the show to gallery@galagardner.org.
- Please send artists' images as jpg files, **no larger than 300kb**. Filenames must be: Lastname_Firstname_Title_Image#.jpg.
- Once we receive your Proposal and photos, a committee member will email you or your designated contact person.

Group Responsibilities:

- All volunteers working in the gallery must be GALA members for liability reasons.
- The Gallery will normally be open Fridays 6-8 PM, and Saturdays/Sundays 12-5 PM. Gallery shifts on Friday will begin 15 minutes before the 6-8 opening. Gallery shifts on Saturday and Sunday are 11:30am to 1:30pm, 1:30pm to 3:30pm, and 3:30pm to 5:30pm. This allows time before and after open hours for tasks related to opening and closing the gallery.
- The Group is responsible for organizing their show's participants for gallery sitting shifts. The Designated Contact Person will forward this information to the GALA Gallery Volunteer Coordinators.
- The group must keep all artwork displayed during the month of the show. Artwork can only be removed if sold through the gallery, and must be replaced with an appropriate piece by a member of your group by the next open day.
- Group is responsible for transportation to and from the gallery, hanging, and timely removal of the artwork.
- Group must print its own wall labels using template 5163 from <http://Avery.com/templates>
- Labels must ONLY be printed on 2"x4" clear Avery Easy Peel Shipping Labels #8663.
- Labels must include Title, Artist's Name, Medium, Price in US\$, and Member ID#.
- Group must provide a printed pricelist for artwork.
- All artwork is to be prepared for exhibit and labeled with name, title, medium, price and member ID# on reverse side.
- Groups are encouraged to publicize their show beyond GALA's efforts.
- Group is responsible for their own refreshments and may have use of the kitchen in the main house.
- Group members will be given a temporary passcode to enter the gallery and be trained as Gallery Sitters

Marketing: GALA will promote the artists group shows in our monthly e-newsletter, website and Facebook. Artists must promote their own show by means of newspapers, postcards and other ways at their own expense.



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Liability: GALA does not assume responsibility for any work on exhibit or in transit. Every effort is made to maintain a safe and secure show. The applicant agrees that the Gardner Area League of Artists (GALA) and/or its Board of Directors and/or Committees are not responsible for the theft of, or damage to any works prior to, during or after the exhibit.

Image Usage: By submitting to this show, you give permission to GALA to use images of your work on our websites and in promotional advertisements. Please contact us with any questions.

Contacts: If you have any questions, please feel free to contact Deb: 978-407-1419 debgordano59@comcast.net

Designated Contact Person: First Name: _____ Last Name: _____

(Fill Contact Person in even if you are requesting GALA to assign you to a Group)

Phone: _____ **Email:** _____

The Designated Contact Person is the person GALA will communicate with. Contact person will be responsible for the Group of Artists and will be the one that will sign the contract agreement.

Name of the Show: _____ **Artistic Goal/Style/Theme:** _____

Number of artists in Group: _____

What month are you interested in?

First Choice:	<input type="checkbox"/> June	<input type="checkbox"/> August	<input type="checkbox"/> September	<input type="checkbox"/> October
Second Choice:	<input type="checkbox"/> June	<input type="checkbox"/> August	<input type="checkbox"/> September	<input type="checkbox"/> October

I have read and agree to the terms & conditions as outlined in the Group Show Proposal Form.

Please choose 1 option below:

- This is an established Group.
- This is an established Group willing to take #_____ more artist(s) chosen by GALA Committee to join us.
- I would like to participate and have GALA Committee assign me to a Group.

All artists must provide an Artist Statement (typed no more than 250 words) describing the content, thematic direction, and the process of creating the work or description of the medium.

Samples of artwork must be submitted for evaluation following instructions in "Submission" section of this document. Each image submitted must accurately represent the work to be exhibited.

The Contact Person submitting the proposal will be notified regarding acceptance, with hang and strike dates for the exhibition.

If any member of group is not yet a GALA member, please have artist enroll as a member at galagardner.org. Artists may check membership status via email to Membership@galagardner.org.

List all Artists in the group:

#1 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#2 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____



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#3 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#4 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#5 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#6 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#7 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#8 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#9 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#10 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#11 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#12 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____



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#13 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

#14 Artist Full Name: _____

Address: _____

Phone: _____ Email: _____

Mail this Proposal to: Gardner Area League of Artists – P.O. Box 664 – Gardner MA 01440

Email GALA at Gallery@galagardner.org and inform us that you have Mailed your Group Proposal.

Thank you for your interest in having your Group Show with GALA. Once we receive your information, we will get in touch with you as soon as possible to help your group's art gain visibility and recognition with the public.