



GALLERY OF BC CERAMICS POLICY

Potters Guild of BC Membership:

The Gallery is owned and operated by the Potters Guild of British Columbia; a non-profit society. The Gallery furthers the PGBC mandate of education and encouraging new talent while providing a venue for ceramic artists to sustain a livelihood as potters. To sell or exhibit in the gallery, you must be an individual member of the Potters Guild of BC, with membership in good standing. Your Potters Guild of BC membership is not a gallery membership. PGBC membership entitles all individual members to sell mugs & tiles in the gallery year round, apply for the gallery's annual retail & exhibition juries and apply to participate as the non-juried PGBC monthly Featured Artist. Please contact [staff@bcpotters](mailto:staff@bcpotters.com) or call the gallery at 604.669.3606 for details regarding participation.

Contact Information:

When you are juried into the gallery, please email your current artist statement to staff@bcpotters.com. Please call the gallery or email (staff@bcpotters.com) to notify us of any changes to your address, phone number or email. If, after doing everything reasonable, we are still unable to locate you after six months, any proceeds from sales of your work will be donated to the PGBC.

Commission:

The Artist will retain 50% of the retail price of any piece sold. All ceramics must be for sale and available for discounts: Guild Member discount 10%, GIBCA discount 10%, Staff Discount 25% and Customer Appreciation Holiday Sale discount 25% (July & Holiday Season). Artists are always paid 50% of the original retail value. All discounts are absorbed by the gallery. A referral fee of 10% should be accorded to the Gallery when the artist is put in direct contact with a customer by the gallery for a custom order.

Annual Review: Juried Artists' Sales Requirements:

To maintain the viability of the gallery, all work will be reviewed annually in order to establish it meets gallery standards, especially regarding quality. Each artist is expected to generate a minimum of \$ 1,500 retail sales per year. As all discounts are absorbed by the gallery, sales policy equals artist consignment portion of \$750 annually. If you do not meet the gallery sales requirements, your work will be culled from the gallery. All artists culled from the gallery are welcome to re-jury.

GALLERY OF BC CERAMICS

**A non-profit gallery owned & operated by the Potters Guild of British Columbia
1359 Cartwright Street, Granville Island Vancouver B.C. V6H 3R7
Gallery ph.604.669.3606
www.bcpotters.com**



Monthly Artist Consignment Payment:

Payment for gallery sales is mailed by the 15th of the month following the month of sales. Your PGBC Membership dues will not be deducted from any gallery consignment sale cheques. When your PGBC membership dues are not up to date, consignment cheques are withheld until membership is renewed.

Professionalism:

It is requested that work not be withdrawn from the Gallery to be sold privately. The Gallery of BC Ceramics advises that your retail prices should be consistent among all your retail, studio and craft sales. If you sell work in the Gallery of BC Ceramics, we request that you do not supply any other galleries on Granville Island.

6-month rule:

Generally, any work that has been displayed in the Gallery for six months and has not sold will be returned. It is important for all artists that the Gallery looks as fresh as possible.

Delivery of ceramics:

Delivery and withdrawal of work cannot be handled on weekends, holidays or peak selling times. All work must be appropriately labeled and accompanied by an inventory sheet or it will not be accepted. We request that all artists phone ahead to set up an appointment with the Gallery prior to bringing in new work.

Shipping:

The artist is responsible for all inventory shipping costs (received and returned).

Breakage:

The Gallery will pay the artist the full amount of all breakage for which our customers or staff are responsible. Gallery staff have the right to refuse any extremely fragile work. In the event of a natural disaster, such as an earthquake, the gallery is not responsible for the breakage of any of the ceramics that are on the premises.

Inventory:

If you have been juried in, you are expected to keep us stocked monthly with your work.

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Ceramics Only:

The gallery exists to feature the best of BC ceramics and therefore any non-ceramic material must be an integral part of the design and function.

New Style of Work other than what is juried:

Please contact gallery manager.

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Agreement:

This Gallery policy constitutes an agreement between individual artists and the gallery. Artists selling in the gallery are required to have a signed copy of this policy on file to indicate they have read the policy and agree to have their work in the gallery on this basis. The Gallery policy is subject to change.

Instructions for ceramic deliveries:

- 1. Phone to make scheduled appointment.
Work cannot be accepted without prior arrangement.**
- 2. Ceramics must have accurate and complete inventory sheet**
- 3. All ceramics must be clearly stickered with gallery codes & prices**
- 4. If you change the price of an item you must change the code number as well**
- 5. Gallery staff has the authority to refuse ceramics that do not meet the gallery's quality control standards.**

I have read and accept the conditions of the Galley Policy.

Artist signature: _____ Date: _____

Artist name (please print): _____

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