

Sacandaga Valley Arts Network



Promoting the Arts throughout the Sacandaga Region



P.O. Box 660, Northville, NY 12134 ■ office@svanarts.org

Dear SVAN Artist,

To exhibit in the SVAN Gallery and Gift Shop in Northville you must be a SVAN member, complete the attached application, and submit it with your work according to the application provisions and rotation dates. ***Please read the application, carefully, in choosing whether you will or will not work in the gallery during each rotation.***

This call to new SVAN artists and SVAN artists wishing to continue to exhibit their work at the SVAN gallery in Northville will take place four times this year. Attached is a SVAN rotation list for the year 2022, so you may be better able to plan, accordingly. On each Drop-off/Pick-up of Art (see rotation list for dates), there will be contemporaneous Drop-off/Pick-up rotation at the SVAN Gallery at the Vail Mills Visitor Center. Linda Hinkle will designate the time period (usually 9:00 a.m. to noon) for each rotation in Vail Mills. **The SVAN Gallery in Northville will hold its drop-offs between 9:00 a.m. and 1:00 p.m.** (again, please see rotation list for rotation dates). Linda and I hope that these contemporaneous drop-off dates will continue to assist artists participating at both SVAN galleries. Please note that Linda Hinkle and I have agreed to the rotation dates listed in the attached rotation list.

Please note that if you are not a SVAN member or if your SVAN membership has lapsed, you must apply for or renew your SVAN membership before you can participate. This may be easily accomplished online or by submitting your SVAN membership application or renewal when you submit your art at either the SVAN Gallery in Northville or the SVAN Gallery at the Visitor Center in Vail Mills. You may also stop in at the SVAN Arts Center Gift Shop and Gallery during its regular (new) business hours: Fridays from 2:00 p.m. to 6:00 p.m., Saturdays from 11:00 a.m. to 4:00 p.m., and Sundays from 11:00 a.m. to 2:00 p.m., each week. The new hours have been set to accommodate the limited number of volunteers to cover open hours and to focus on the days and hours that seem to be most desirable for volunteers and best for customer flow. These hours will continue throughout the end of the 2022 year.

Any artwork currently on display and not replaced with fresh items at a rotation end will be taken down and stored until arrangements are made by the artist to pick up his/her own work. However, any work not picked up within 90 days after the new rotation date will become the property of SVAN .

Please fill out and bring to the Northville Arts Center Gallery and Gift Shop your Application Form, along with your artwork on the rotation date/times. You may also submit your paperwork via email prior to the rotation date.

If you need further information about the Northville Gallery rotations, please touch contact me. I can best be reached by SVAN email at artcenter@svanarts.org. It is always a pleasure to work with each of you and to see the fine examples of your artistic talents! I always look forward to seeing the new work brought into the Gallery for interesting, beautiful and diverse exhibits!!

Please share this information with fellow SVAN artists or encourage another artist to become a SVAN member. Celebrating and promoting the arts is exciting. Spread the joy of creativity!

Sandra J. Peters

Sandra J. Peters, Gallery Coordinator

SANDRA J. PETERS, SVAN ARTISTS' GALLERY COORDINATOR, ARTCENTER@SVANARTS.ORG

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SVAN Gallery & Gift Shop, Northville, NY – Rotations for 2022

Note: All Drop-Off Dates are Saturdays; all rotation opening days are: Fridays from 2:00 p.m. to 6:00 p.m.; Saturdays from 11 a.m. to 4:00 p.m., and Sundays, 11:00 a.m. to 2:00 p.m.

(Special events to be announced.)

Rotation 1

April 23 drop-off

April 29th opening Begins

(8-week rotation from April 29th through June 26th)

Rotation 2

June 25 - Drop-off Art

July 1st – Rotation 2 Opening Begins

(8-week rotation from July 1st through August 28th)

Rotation 3

August 27 - Drop-off Art

September 2nd – Rotation 3 Opening Begins

(9 - week rotation from September 2 through November 6th)

Rotation 4

Drop off on November 5th*

November 11th – Opening of Rotation 4

(7 weeks from November 11th through December 31st)

****During November, Artists may submit smaller items for holiday shoppers.***

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COVER INSTRUCTIONS

The SVAN Arts Center Gallery and Gift Shop, located at 303 South Main Street in Northville provides SVAN artists an opportunity to display their work in a high traffic location, provides a networking opportunity with other SVAN members and provides increased art sales by exposure to travelers as well as local residents.

New gallery participants and Members Retail Space participants are welcome at any time, but space may not be available until the next scheduled rotation. Two pieces may be submitted for wall display during each rotation. Space is also available for 3-D items such as sculpture, pottery, prints and note cards. Please remember to bring business cards. A review panel determines which artwork is displayed in any rotation. A list of rotation dates for 2021 is attached to the application packet.

- 1. All participating artists must be SVAN members in good standing.**
- 2. All art must be Gallery-ready when delivered to the Center (if it is to be hung, it must be wired).**
- 3. Artwork must be accompanied by an inventory list of all titles, media and prices.**
- 4. Each piece must be labeled with the artist's name, medium, price.**
- 5. The Application form must be submitted in duplicate.**

All participating artists must EITHER elect to work a minimum of twelve (12) hours in the Art Center Gallery in Northville during each 8-to-9-week rotation in which they participate (commission rate 20%ⁱ OR agree to a greater commission rate of 30% over the commission rate of artists who contribute their time in the Gallery AND pay an annual application fee of \$25.00 at the time of their first application/participation of the year. ⁱⁱ *The choice must be selected on the application and will determine the commission rate for the entire rotation. Changes have been highlighted for your convenience. Changes have been made in fairness and equity to those who continually work hours at the SVAN Gallery in Northville.*

Insurance: The artist is responsible for insurance on submitted artwork/crafted pieces and to pay sales tax on items sold.

SVAN is obligated for reasonable care in the display of work received for the Gallery/Member Retail Space.

Gallery & Member's Retail Space hours are established seasonally and include a new slate of days and hours to encourage increased volunteer participation and customer flow over time. They are now established on Fridays, Saturdays and Sundays (see Rotation List, following the application form for times and further information). For advertising and consistency in set hours, it is important that artists volunteer in the Gallery. Please consider volunteering in the Gallery as it is important to the vitality of the Gallery, the SVAN mission and artwork sales. **Hours may be added for special events, i.e., receptions, holidays or during community events.**

PLEASE COMPLETE ALL SECTIONS OF THE NEXT TWO AGREEMENT PAGES & BRING THEM, IN DUPLICATE, TO THE SVAN GALLERY AND GIFT SHOP IN NORTHVILLE, TOGETHER WITH YOUR ART WORK.

SANDRA J. PETERS, SVAN ARTISTS' GALLERY COORDINATOR, ARTCENTER@SVANARTS.ORG

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Please PRINT legibly. (Contact Information may be provided during your first submission of the year and updated for subsequent rotations, only if necessary.)

Name: _____

Mailing Address: _____

Email: _____ Web Site _____

Phone # (Day) _____ (Evening) _____

Description of artwork to be displayed: If several small items such as prints, cards, jewelry, please list them in the Blank area below your signature or on the back of the application with descriptions as necessary, i.e.: 20 note cards in 5 separate designs at \$4.00 each)

For artwork to be hung:

#1 Title: _____ Price: _____

Medium: _____ Overall size: _____

#2 Title: _____ Price: _____

Medium: _____ Overall size: _____

Complete the options you choose/ cross out the option you do not choose:

COMMISSION OPTION 1:

I, _____, agree to work a minimum of 12 hours in the SVAN GALLERY in Northville during the rotation period {date(s) and time(s) to be decided when I drop off my artwork. (A rotation calendar will be available at the Gallery.) I understand SVAN's commission on any of my items sold will be 20% with the understanding that failure to work a minimum of 12 hours will result in assessment of a 30% commission rate for any of my product sales during the rotation affected.

COMMISSION OPTION 2:

I, _____, DO NOT agree to work a minimum of 12 hours in the SVAN GALLERY in Northville during the rotation period.) I understand that an annual fee of \$25.00 is required from me on the drop-off day of the first rotation in which I apply to participate this year; further, I understand that SVAN's commission on any of my items sold will be 30%.

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REQUIRED:

I, _____, understand that payments for items sold will be processed not sooner than two (2) weeks following the close of the rotation period, unless my individual sales have accrued to more than \$200.00. In the case of accrued sales in excess of \$200.00, I understand that payment may be made within a reasonable time upon my written (email) request.

Further, I understand that my 2D (wall hangings) must be picked up on the pick-up/drop-off date following this present rotation or within two weeks thereafter. **Any work not picked up within a 90-day period will be considered the property of SVAN.**

OPTION/SPECIAL EVENT SALES: (circle your choice)

I, _____, DO or DO NOT agree to sell my work at a 10% off sale on reception dates or other special dates, such as last day of the rotation, or a featured artist day during the rotation.

MEDIA PERMISSIONS: (If you do not agree, please cross out the Media Permission language.)

In addition, I grant permission to SVAN to photograph and publish my artwork, full name, biography and/or artist's statement and descriptions of the artwork for promotional purposes in print, broadcast and electronic media without restrictions.

I understand that my signature below is my agreement to the provisions I have chosen in this two-page agreement.

Signature: _____ Date: _____

Thank you for allowing the SVAN Gallery and Gift Shop in Northville, NY to display your creative work.

Please direct any questions to Gallery Coordinator, Sandra Peters, at email artcenter@svanarts.org or phone number 518-725-8861 (home) or 518-774-1799 (cell).

List 3-D and small items below, on the back or on an attached page. Include description as may be necessary.

ⁱ 1. Participating Artists are encouraged to volunteer more than 12 hours in a rotation so as to assure success in the reputation and success of the Gallery and to promote sales, especially if such additional help is needed to stay open during advertised hours.

ⁱⁱ 2. All Artists are encouraged to work a full day in the Gallery as a Featured Artist. For media coverage, at least two weeks' notice to the Gallery Coordinator is required.