

COAL/NCAG Jewelers

Instructions

We are seeking artists creativity and expression, along with keeping the gallery's level of quality and uniqueness. All artwork must be completed/assembled and designed by the artists. No premade, store-bought jewelry is allowed for resale, otherwise. It will be removed by the Gallery Manager. Questions call Gertrude Lewis @ gertlewis55@gmail.com or (818) 421-7760.

Requirements:

1. One shelf per artist, **two-month** rental at \$42.00 total , includes processing fee.
2. Each artist's display must be appealing and presentable, professional jewelry stands must be provided, and there are many types out there that can be used including wood ones (no boxes or cardboard, pillows or other items may be used).



Artists are to reduce the number of items in your display to “avoid the crowded look”. This is monitored by the Gallery Manager. Shelving-15”w x 11”d x 15”h.

3. All jewelry must have an attached “jewelry **ID** tag to identify the art with the following info: Artists name, # of piece, (to identify it on your sales slip), price, and small description of the products used (i.e. sterling, zinc, silver plated, glass, crystals, etc.) . These can be purchased online at Jewelrysupply.com, Michaels, Walmart, etc. Artists are responsible to maintain their own inventory.

Artists name
\$ _____ No. # _____
Product materials

Minimum Price range is \$25.

4. Each artist agrees to replace the jewelry as it is sold with “like” products during **their** term.
5. **If** vacating your shelf before the initial two-month term, all monies will be forfeited, and your space will be filled by an artist on the waiting list to complete your term. You must find a HOST to replace you in your absence and notify the Calendar Chair, Suzie Concors at COALcalendar@gmail.com.
6. Failure to staff the gallery may result in a \$35 fee to be paid to COAL.