

PASSAGEWAY GALLERY MEMBERSHIP INFORMATION

Revised July 2012

The Passageway Gallery is a cooperative art gallery where members display and sell original works of art in a wide variety of media. Members own and operate the gallery. They are responsible for working a number of shifts monthly, serving on a committee, attending meetings and gallery events as well paying a monthly rent, annual fee, and a 10% commission on all of their sales. Ninety percent of artists' sales are returned to them.

Applying Artist

Thank you for inquiring about Passageway Art Gallery. If you have any questions, please call us at 402-341-1910 or contact the Membership Chairperson, whose card is attached. We feel sure that you will enjoy your association with us.

Breakdown of the jury process:

- Complete an Application and mail or drop off your application to the Gallery. You will be contacted by Membership Committee to set up jury process
- Submit 4 to 5 samples of your finished artwork per Membership Committee's instructions; in addition, you may include a CD or portfolio of artwork
- With a positive vote of 2/3 majority of the membership, complete an interview with members of the gallery.
- Verify Nebraska sales tax identification number upon signing contract

Upon acceptance, artist is placed on the approved waiting list from which we select artists based on need for balance in the gallery. Once space becomes available, a new member is required to sign a 12-month contract. Any fees and escrow amount are forfeited if a member leaves before the 12-month contract is completed (refer to By-Laws).

Membership Requirements

The initial fee for becoming a member of the gallery is \$215. This includes the following: \$100 annual fee, \$80 first month's rent, and \$35 to be held in escrow. The escrow amount will be reimbursed when leaving the gallery if workdays are current and terms of the contract have been fulfilled after the first year. The monthly rent must be paid by the first of each month or a late fee is charged.

Each member is required to work at least 2-3 shifts per month (for a total of 27+ shifts per year) including a fair share of weekend days and evenings as well as attend gallery meetings and events.

Shifts are as follows:

Monday, Tuesday -- 11 a.m. to 5 p.m.

Wednesday, Thursday, Friday, Saturday -- 11 a.m. to 4 p.m., and 4 p.m. to 9 p.m.

Sunday -- Noon to 5 p.m.

New members are required to fulfill ample training, with additional training yearly. Each artist is responsible for his/her own art, keeping the quality professional, eye appealing, and in good taste. High quality and high standards are important to all members in all media. The gallery provides 2d wall space and some 3d display stands; additional display items must be approved prior to use (see Standards of Passageway Gallery). A continuous change of work is good for the artist and required for the gallery. A biographical sketch and/or artist statement is hung or displayed in the member's space. A member can have a page in our website gallery and a link to artist's own website.

PASSAGEWAY GALLERY
www.passagewaygallery.com
417 South 11th Street
Omaha NE 68102
(402) 341-1910