

PASSAGEWAY GALLERY
MEMBERSHIP INFORMATION
Revised December 2020

The Passageway Gallery is a cooperative art gallery where member artists 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 each month, serving on a committee(s), attending business meetings and gallery events, and paying monthly rent and annual fees. Artists receive 90% of the sales price with 10% commission going to the gallery for business and operating expenses.

Applying Artist

Thank you for inquiring about the Passageway Art Gallery. If you have any questions, please call us at 402-341-1910 or contact the Membership Chairperson, whose card is attached.

Please complete our application and drop it off at the gallery (or mail to the gallery). You will then be contacted by the Membership Chairperson. He/she will arrange an informal time to meet you at the gallery to further discuss what it's like to be a member of the gallery, to include time commitments.

Breakdown of the jury process:

- Do a live interview at one of our business meetings that occur on Sunday. The Membership Committee will arrange a date and time. You will need to bring 5 to 7 samples of your finished artwork.
- All art must look professional and ready for display. The art must be unique, original, strong, and sturdy. The art must also be of high quality and in good taste.
- If you receive 2/3rds majority of positive votes, you will be eligible for membership.
- The Membership Committee will contact you and let you know if you received enough votes. The Membership Committee will also coordinate all in-processing details to (finance, member ID, social media, etc.)

Upon acceptance, you will be placed on an approved waiting list from which we select artists based on need for balance in the gallery. Once a space becomes available, you will sign a 12-month contract. Any fees and escrow amount are forfeited if you leave before the 12-month contract is completed.

Membership Requirements

The initial fee for becoming a member of the gallery is based on the the specific day you officially enter the gallery; e.g., the day you place your art on the wall or on one of the 3-d display areas. The fee includes the prorated \$\$ amount for monthly rent (currently \$95/month), prorated \$\$ amount from the \$100 annual fee, and a \$35 escrow amount. The escrow amount will be reimbursed when leaving the gallery, as long as work days 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 2-4 shifts per month (for a total of ~ 36 shifts a year), including a fair share of weekend days and evenings. Each member must also attend gallery meetings and events.

Shifts are as follows, but can vary based on weather or significant events that impact Omaha:

Sunday -- Noon to 5 PM; Monday and Tuesday 11 AM to 5PM

Wednesday, 11AM to 5PM (January through April); 11AM to 4PM, then 4PM to 9PM (May through December)

Thursday, Friday, and Saturday: 11 AM to 4PM, then 4PM to 9PM

New members are required to fulfill ample training, with additional training yearly. Each artist is responsible for his/her own art and keeping it professional looking, eye appealing, and in good taste. High quality and high standards are important for all art on display. The gallery provides 2d wall space and some 3d display stands; additional display items must be approved prior to use. Each artist should frequently change out their art, to keep their display areas looking fresh. All members must have an artist statement that's hung or displayed in the member's space. The gallery will ensure new members are included in our social media outlets.

Passageway Gallery, www.passagewaygallery.com, 417 South 11th St, Omaha NE 68102, (402) 341-1910