

## Lapham Gallery Policies

### **Mission:**

As the umbrella organization for arts and cultural activities in the lower Adirondack region, LARAC seeks to utilize its gallery as a vehicle to exhibit and interpret a wide variety of work in the arts of interest to individuals and organizations within LARAC's service area of Warren, Washington and northern Saratoga counties.

### **Participation:**

LARAC calls for proposals by solo artists and groups of artists on a regular basis. Decisions are made by a jury comprised of LARAC members working in various artistic and creative disciplines.

The jury is guided by artistic merit, sensitivity to presenting a wide variety of artistic media, and local interest. In addition, LARAC also coordinates regional juried shows with themes of interest to regional artists for participation by LARAC service area artists.

### **LARAC responsibilities for solo and group exhibitions:**

- Provide artist support and referrals.
- Marketing through print and electronic media and LARAC's in-house promotional vehicles including LARAC's website [www.larac.org](http://www.larac.org).
- Insurance of items while on-site. LARAC may request a sales history to help determine insurance value.
- Safe handling and display provided gallery standards on framing and wiring have been adhered to on the part of the artist (see below). A condition report is prepared at delivery and pick-up.
- LARAC's Gallery Director chooses, arranges, and has final say on display of artwork.
- Opening receptions offered.
- Handling of gallery sales, payment of sales tax, and sales payment (less commission) to artist.

LARAC accepts 35% of the sales price as commission. However, LARAC member artists receive a 5% discount on sales commission paid at 30%.

LARAC offers a 10% discount on most gallery purchases for LARAC members. This does not affect the artist's commission.

### **ARTIST responsibilities:**

- Submission of an artist statement (consisting of artist's philosophy, statement regarding current work and short biography), resume, and related materials for gallery staff and visitor reference. In addition, gallery talks or educational demonstrations are encouraged.
- Artist will pay a jury fee of \$15.00 for LARAC members/\$20.00 for non-members.
- Delivery and retrieval of all items to be displayed under deadlines stipulated in artist's contract and loan agreement.
- All items will be ready-to-hang with gallery standard criteria as follows: Frames should be undamaged, matting and glass should be clean, and all work needs to have proper wiring extending from one side of the back to the other in order to ensure safe hanging (no single hooks or holes in the middle of the back). Artist may be asked to help with special installations.
- All items will be displayed for the full duration of the show, unless permission is received from LARAC.
- In solo and group exhibitions, 80% of the work of each artist must be for sale.
- Acceptance of all gallery terms such as sales conditions (commission), publicity deadlines, etc..., as stipulated in artist's contract and loan agreement.

### **LARAC responsibilities for JURIED shows (as previous, but also to include)**

- LARAC may coordinate juried shows with themes/relationship to regional interests or regional artists.
- LARAC seeks out jurors with demonstrated expertise in their fields.

### **ARTIST responsibilities for JURIED shows (as previous, but also to include)**

- Artists will pay jury fee. Fee will be set for each show by the Gallery Director and Gallery Committee. The Gallery Committee consists of members of the Board of Directors, artists and arts administrators; all must be members of LARAC.
- Artist will pay for shipping/transportation costs.

