

Buffalo Creek Gallery
104 East Warren Street
P.O. Box 3331
Shelby, NC 28151
704.487.0256

MEMBERSHIP APPLICATION

Buffalo Creek Gallery is a co-operative artists' gallery, established in 2006 in the heart of Uptown Shelby. We consist of local artist members who display, sell their work, and cooperatively operate the gallery. Members are responsible for keeping the gallery open at their respective times, handling the cash flow, participating in management decisions, attending membership meetings, and maintaining the gallery. To uphold our quality image, to protect our members, and to ensure the continued success of the gallery, our jury requirements are stringent.

Our cooperation is as vital to our success as are our crafts. The basis for this cooperation is the trust and respect we have for each other, which allows us to work steadily toward the prosperity of Buffalo Creek Gallery and all its members.

With your application, please bring or send 5-10 pieces of your artwork, ready to hang or display and label each piece with the selling price (including the member commission rate—currently 15%). The artwork submitted should reflect the full range of work you wish to display and sell.

Please include the following:

- *Completed Jury Application
- *Signed Membership Contract
- *Two letters of reference
- *Resume
- *Photograph of yourself

Every precaution is taken to make sure the items you leave to be juried are safe. However, please understand that Buffalo Creek is not responsible for theft or damage.

The Jury Chairperson will notify you after the jury process to inform you of the decision concerning your acceptance.

If you are accepted as a member, you will train with a member prior to your first scheduled workday to learn Gallery procedures, and you will work regular member hours (currently 4-5 days every two months—this can vary depending on the number of current members).

Accepted members pay a non-refundable joining fee of \$225.

Our focus is on the word “cooperative.” All members are treated equally and fairly and no one will receive special treatment or compensation except in rare cases as deemed necessary by

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the Board of Directors. Our goal is to continue to provide a profitable and successful gallery experience for each artist.

We like to promote our artists as much as possible. Please gather photos of your work to be posted on Facebook, Instagram, and our website.

Keep a copy of all forms submitted for your records.

BUFFALO CREEK MEMBERSHIP CONTRACT

You are essentially applying to be a partner in a retail gallery business. Every member must meet the following requirements:

- *All work must be made by the artist (no kits)
- *Must live within a 50 mile radius of the gallery
- *Must follow all procedures for jury
- *Must be accepted by positive vote of 3/4 of current members
- *Pay the \$225 joining fee
- *Commit to the business both functionally and financially for at least 6 months
- *Pay the monthly dues (currently \$25)
- *Keep your assigned space “full” at all times
- *Any new work, different from what was juried in, must go through the jury process
- *Work your scheduled hours or pay a substitute (\$75 penalty for no-shows)
- *Train a minimum of 8 hours on gallery procedures before first solo workday
- *Provide an acceptable display and label each piece with your code and price
- *Read, understand, and adhere to bylaws, operating policies, and procedures
- *Attend member meetings, which are mandatory

A sales commission and monthly dues will be deducted from your check each month. If you have no sales, you are still expected to pay the dues.

I have read, understand, and agree to abide by the conditions of this contract.

Signature _____ Date _____

Name (printed) _____ email _____

Address _____

Phone (Cell) _____ Home _____

