

ARTIST'S EYE GALLERY BOUTIQUE REQUIREMENTS

The Lake Worth Art League (LWAL) strives to present patrons and visitors with unique, creative, high-quality items that they can display, wear, use and share while supporting local artisans. Prints and giclée's placed in the designated racks are considered Boutique items; thus, the same rules apply.

All Boutique artists must have a signed and current *Artist's Eye Gallery Consignor/Vendor Agreement* on file with the LWAL. They are also required to record and maintain an updated inventory of their items in the *Boutique Artists Inventory Binder* as directed. All artists who have items in the Boutique including prints in the bins and/or greeting cards are required to give four hours of volunteer work as defined in the *Member's Responsibilities* document.

All Boutique Items:

- All items must have been created by the artist-member. All items must be original, with the exception to the commercial transfer of a member's original artwork to cards, prints, giclée's and other items.
- All pieces must be of artistic value and merit.
- Large items cannot be displayed in quantity.
- With the exception of greeting cards, all Boutique items must be priced at a minimum of \$15.
- Generally, items that have not sold in 3 months need to be removed. After 3 months, the same items may be returned to the gallery for display as long as the membership remains valid.
- It is the sole discretion of the appointed three-member Boutique Committee to determine what items may be accepted, as well as when and how they may be displayed.
- Vendors will be requested to remove any items that have not sold within a three-month period, and they should take action to do so within a month of notification (unless circumstances call for other action). Should a vendor fail to respond to the removal notification within a month, their items will become the property of the Lake Worth Art League.
- Items left after an artist has chosen to not renew their membership shall become the property of the Lake Worth Art League.
- Artists must ensure all items are recorded and updated (i.e., sold or removed) in the Boutique Artists Inventory Binder.
- **No one other than the Boutique Coordinator (or other designated individual) may remove or relocate items placed by other vendors.**
- All items must meet the requirements that follow for each specific category.
- There are no returns for refunds. However, customers who return within 90 days after purchase with an item that reflects faulty workmanship or material are entitled to have the item repaired quickly by the selling member and returned to the customer at no additional charge.

Prints, Giclée's and Greeting Cards (located in racks throughout the gallery):

- All items must be of high-quality printing that accurately depicts the clarity and coloring of the original piece.
- All pieces must be placed in clear re-sealable art/photo bags. Prints must be matted, unless on heavy paper that can stand on its own. Greeting cards may be packaged and sold in multiples. All bags and mats must be clean and without defect.
- The Artist's Eye Gallery Print ID slip must be filled out and placed on the inside/back of each item's packaging. The labels to be used are available at the gallery. The information required on the label should include the title of the work, the artist's name and the type (full disclosure of whether the piece is an original, print, giclee or a limited edition of any kind).
- Limited edition items must include the number of the piece and the number of pieces produced in the edition (example: 4/100 which declares it is number 4 of a limited edition of only 100 to be reproduced).
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- An item number should be applied if applicable, along with the price and vendor number (see example of an ID label on the last page). Item numbers and prices are to be recorded in the Boutique Artists Inventory Binder.
- If 2-D art is placed outside of the print bin, the vendor number and price must also be shown on the front of the piece using a small white dot sticker.
- Members may place a maximum of 5 pieces in the print bins.
- Prices are determined by the member/artist.
- All art (prints/paintings) displayed in the Boutique area should be limited to a size of 8" x 10", including frames.

Fashion Jewelry

- All items must be created by the member artist.
- Jewelry must be of artistic value and merit. Items should be unique and inspiring – pieces that were clearly created by an artisan which the average patron could not produce themselves. Items should include uncommon or hand-made beadwork, precious and semi-precious stones, genuine crystals and glass, seashells, pearls, other natural materials and/or precious metals.
- Plastic/acrylic beads are **not** allowed.
- Items should be free of sharp edges.
- Clasps and metal should be of good quality.
- All items must have a tag that includes:
 - price
 - item number of the piece
 - Materials used (space permitting)
 - vendor number
 - name of artist (if space permits)
- Price tags should be provided by the vendor.
- All items must be logged on the artist's vendor page in the Boutique Artists Inventory Book with an item number, description and price.
- The Board of Directors' appointee (Boutique Coordinator) may move items when determined necessary. The Coordinator may also remove items that have been on display too long, are in need of repair or (in the Coordinator's opinion) do not meet the criteria of artistic value and merit.
- The number of items a member is permitted to display may at times be limited due to space constraints. Generally speaking, each artist is **limited** to six (6) items on the peg board and four (4) items on the shelves. Tower displays **are not** permitted on the shelves. These limitations do not apply to greeting cards. Also (as stated previously), the \$15 minimum price does not apply to greeting cards.

Artesian-Type Gift Items, Etc.

- All items must be created by the member-artist with artistic value and merit.
- Unique one-of-a-kind handmade items only.
- All items must have a small tag that includes:
 - price
 - item number of the piece
 - Materials used (space permitting)
 - vendor number
 - name of artist (if space permits)
- All items must be logged on the vendor's page in the Boutique Artists Inventory Binder with an item number, description and price.

Display Cards, Signs & Advertising

The gallery is representing artists with merchandise on display in the Boutique for sale. Thus, tent cards with the gallery's logo are available to display with items, but only with the artist's name and medium.

Artists' business cards, signs, brochures or other advertising are prohibited.