**Gallery Regulations Guide**

[www.burlingtonartistsleague.com](http://www.burlingtonartistsleague.com)

1. You must be a Burlington Artists League (BAL) member in good standing to be a Gallery member.
2. You may choose your level of Gallery membership based on the number of hours you work.
3. Hosting Member - $10 per month, 3-4 shifts per month, 20% commission
4. Up to 7 pieces on the wall
5. Up to 25 unframed pieces in the flip bins
6. Up to 20 all-occasion cards in the card bins
7. Up to 5 tabletop pieces no larger than 8”x10”, framed or unframed
8. May have 3-D art in the Gallery
9. Part-time Hosting Member - $18 per month, 1 shift per month, 40% commission
10. Up to 5 pieces on the wall
11. Up to 15 unframed pieces in the flip bins
12. Up to 10 all-occasion cards in the card bins
13. Up to 3 tabletop pieces no larger than 8”x10”, framed or unframed
14. May have 3-D art in the Gallery
15. Non-Hosting Member - $22 per month, 50% commission
16. Up to 4 pieces on the wall
17. Up to 5 unframed pieces in the flip bins
18. Up to 5 all-occasion cards in the card bins

 4. 1 tabletop pieces no larger than 8”x10”, framed or unframed

5. May have 3-D art in the Gallery

1. All wall art must be fitted with wire hangers. If you are unsure how to place the wire hangers, the Gallery Chairperson can provide you with directions. You may not use sawtooth hangers.
2. Wall art should have quality, undamaged frames. Gallery wrapped canvas is acceptable as long as no staples show and the painting is continued to the sides, or the sides are painted. There should be no raw canvas.
3. Art in the Gallery is re-hung every other month. No wall art piece may hang for more than 4 consecutive months at a time. At the end of 4 months, pieces are to be replaced and not returned for a minimum of 4 months.
4. The Gallery must be open according to the hours posted. When a host commits to working a shift, it is their responsibility to keep that schedule. **If a host cannot work a shift they have signed up** **for, it is their responsibility to find a replacement.** All the host’s phone numbers are listed on the schedule that is sent out each month. If a replacement cannot be found, the host should then contact the Gallery Chairperson to help ensure the Gallery will be open as scheduled. Any changes to the calendar are to be reported to the Gallery Chairperson.
5. 3-Dimensional Art – (jewelry, pottery, wood turning, glass work, etc.) The displays are to be neat and attractive.
6. No single artist shall occupy more than a reasonable and fair amount of any open common display area so that there is space for everyone to display their work.

9. Fine crafts will be reviewed by the Gallery Committee prior to display. Items will have to receive a majority vote to be accepted into the Gallery.

10.Visiting artists - It has been suggested that we periodically invite a Visiting Artist (one who is not a member of the gallery) to display his/her art for a limited time. It is hoped that this will bring in a great number of new customers.