

**Jerome Artists' Cooperative LLC (JAC)**  
502 Main Street  
PO Box 233 - Jerome, AZ 86331  
(928) 639-4276 [www.jeromecoop.com](http://www.jeromecoop.com)

## **MEMBERSHIP APPLICATION INSTRUCTIONS**

**About the Jerome Artists' Cooperative LLC:** Our gallery was founded in 1996 to provide a needed venue for local artists and is still owned and operated by the artists who show here. Our cooperative gallery does business democratically and to make it work best requires having motivated individuals which do their part.

The day-to-day business of the gallery is handled by various committees that take on everything from advertising to housekeeping. Active participation by all members in one or more committees is essential to the continued success of our gallery and a requirement.

**What we are looking for:** The Jerome Artists' Cooperative Gallery is currently full and there is a waiting list for prospective members who have already been juried. However, we continue to accept applications and every new application is reviewed by our Jury Committee.

If you are an artist, permanently residing in Jerome, areas of Sedona, Verde Valley, Prescott, Prescott Valley or lives within a 50-mile drive to Jerome Artists' Cooperative Gallery, you are eligible to apply for membership. Due to time commitments required by the JAC of members', applications from outside this area will not be considered.

**The Jury Process:** Prospective members must return this completed Membership Application and Mandatory Requirement Form with 5 high quality photographs of their work (NO slides or digital submissions, i.e., JPEG, etc.) along with a non-refundable \$10.00 application fee in check or money order (NO cash, please). Do not submit original artwork. Applications without photographs, application fee or a signed & dated Membership Application Form and Mandatory Requirements Agreement will not be considered.

No student work or manufactured items are allowed. No work is accepted that uses "blanks" (i.e. T-shirts, mugs, key chains that are mass printed on ready-made forms). All work must be of top quality and no studio "seconds".

If you need a special display for your work (i.e. jewelry case, pedestal, etc.) please ask for a copy of the floor display guidelines. If you have a display, please submit a photo of it with your application.

Here are some of the criteria used by our Jurors when reviewing artwork:

- Mastery of media
- Professional presentation
- Originality
- Different from other work already showing
- Suitable for sale

If your application is approved, the jury Committee will then notify you by mail of the next available date and time for a personal interview. Please bring original artwork ONLY when you come for this final stage of the jury process.

All applicants will be notified by mail within one month as to the Jury Committee's decision. Applicants who are not accepted may re-apply after 12 months. Accepted members will be added to the waiting lists or taken through steps of having their work introduced into the gallery. Accepted candidates who have been put on the waiting list will be selected by the needs of the cooperative.

**Requirements of Membership:** Membership in the Jerome Artists' Cooperative Gallery is a privilege and comes with certain expectations and responsibilities. All members **MUST** attend a monthly general meeting, participate on a committee for 4 or more hours each month, and shift work 16 hours each month on the gallery floor.

Each member must pay a one-time membership fee of \$100.00. After a six-month probationary period, new members in good standing may be invited to join the LLC and become fellow owners of the Jerome Artists' Cooperative. If for any reason you leave the Jerome Artists' Cooperative Gallery in the future the \$100.00 will be returned to you.

The Jerome Artists' Cooperative Gallery receives a 20% commission on all sales made in or referred by the gallery or its web site. All items you display must be for sale.

Mandatory Requirements Include:

1. Exhibit only work that has been juried into the gallery.
2. Attend JAC General membership meeting which meets on the last Wednesday evening of every month except in December.
3. Comply with the JAC requirement for committee work.
4. Work four 4-hour work shifts each month.
5. Pay rent for JAC space on-time, due on the first of every month.
6. Attend a 6-month performance review

Please keep pages 1 & 2 for your records.

**JEROME ARTISTS' CO-OPERATION GALLERY (JAC)  
Membership Application Form**

**PLEASE FILL IN COMPLETELY:**

Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phones \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Artistic Media \_\_\_\_\_

Display requirements Check one: Wall space \_\_\_\_\_ Floor space \_\_\_\_\_ Both \_\_\_\_\_

What is the price range of your art work? \_\_\_\_\_

What special skills or abilities would you bring to the operation of our gallery?

**Checklist** for a complete Membership Application Form:

- Completed and signed application.
- Signed and dated Mandatory Requirements Agreement (below).
- \$10.00 non-refundable application fee (check or money order only).
- Enclose a Self-Addressed Stamped Envelope if you want your photos returned.

**Mandatory Requirements Agreement**

1. Exhibit only work that has been juried into the gallery.
2. Attend JAC general membership meeting on the last Wednesday of every month except December.
3. Comply with the JAC requirement for committee work.
4. Work four 4-hour work shifts each month.
5. Pay rent for JAC space on time. Due on the 1<sup>st</sup> day of each month.
6. Attend a 6-month performance review.

**Failure to adhere to the above policies can result in dismissal from the gallery.**

I have read the requirements of membership in the Jerome Artists' Cooperative Gallery. My signature verifies that I understand the requirements as stated in this document.

Artist's signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR JURY COMMITTEE USE ONLY</b>	
<b>Date of ART review</b>	
<b>Approved Mediums</b>	
<b>Rejection</b>	
<b>Chairperson or Secretary Signature</b>	