



TEAA Policy Displaying and Selling Artwork in the Gallery

Approved: March 8, 2018

Main Gallery

1. Only Original art, Digital art and Photographs will be allowed to hang in the Main Gallery, and will be on display for one month. Original art must be framed or gallery wrap canvas. Digital art and photographs must be framed, or gallery wrap canvas, or on metal or other rigid material designed for hanging without a frame. An artist can bring in up to four pieces at a time. When a piece sells the artist will be notified and allowed to bring in a replacement piece.
2. Artists may also present for sale in the canvas art racks or baskets in the Main Gallery up to 10 matted pieces of Original art, Digital art or Photographs in sleeves (or shrink wrapped) with backers. No duplicates are permitted and work must be the artists own, not copies of other artist's work. Size and packaging of these items will be monitored by the Gallery Manager, and those that are too large for the racks or are not packaged properly will be removed. Artists are encouraged to change out their work every couple of months.
3. Sculpture, wood art, glass, pottery and other 3D art are also permitted to be displayed in the Main Gallery, and will be placed appropriately by the Hanging Committee.

Entrance Gallery

4. Artwork may also be displayed for sale in the Entrance Gallery. Up to 10 Prints, Giclees, Digital art and Photographs may be placed in the bins or hung on the walls. Other items may be displayed on shelves or on/in the display cases.
5. To display your work in the Entrance Gallery, contact the Gallery Manager to find out how much space is available and how long your item(s) can be on display. Generally, items can remain in the Entrance Gallery for two months at a time in the summer and three months in the winter. **Note: The Gallery Manager is the only person allowed to arrange items (except cards) in the Entrance Gallery.**
6. Members may sell cards in the Entrance Gallery. To put cards in this space, contact the Gallery Manager who will assign a space for your cards. The individual artists are responsible for keeping their space filled and managing their inventory.

Labeling (applies in both galleries)

7. All Digital art and Photographs must be identified as such by an appropriate label or sticker on the back of the piece. Stickers will be provided by TEAA.
8. All prints and giclees must be identified with a "PRINT" sticker displayed on the front or back of the sleeve (or shrink wrap). Stickers will be provided by TEAA.