

Art of the Lakes

Art Display Policy

1. All art must have a barcode to be sold. We have a tagging team that will make tags and add your art to the Shopkeep inventory system and hang your art. Please leave items to be tagged in the designated areas below.
2. Incoming art that needs to be put out (whether it needs to be tagged or has been by the artist) should be placed in the following areas-
 - a. All 3D art including cards put on the shelves next to the barcoding desk
 - b. All 2D art and bin art should be placed on the table by the bathroom. ALL wall art must have secure hangers – no saw tooth hangers allowed
3. When an item is barcoded, the Shopkeep Back Office system will have an inventory of what each artist has in the gallery. If you **permanently** remove any item from the gallery, you must leave the barcode label in the box hanging by the backdoor so that it can be removed from the system.
 - a. Art that is being removed temporarily, does NOT have to be removed from the Shopkeep system unless they are being **permanently** removed from the gallery.
 - b. Framed paintings from the wall should **not** be removed temporarily. We need to keep the gallery looking professional, presentable, and brimming with artworks.
4. The gallery needs to have fresh inventory. Art that has not sold after 2 years will need to find a new home. Art must be original, no copied work, patterns, or manufactured art is allowed. Prints should be of professional quality. It is up to the discretion of the chairperson of each department and/or the board to determine if art is not of professional quality that promotes, enhances, and maintains the quality of our gallery.

<u>Limits per Artist</u>	<u>Definition</u>
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WALL ART	4	Art that hangs on wall, must have a secure hanger NO SAWTOOTH HANGERS ARE ALLOWED
BINS	12	Matted or on a mounting board and in a clear bag that fits the print
JEWELRY	20	Earrings must be on cards. If displays get too crowded, limits may change
3-D	6	Size limits at discretion of 3D chair
	12	3D art smaller than 8 inches
CARDS	30	Cards must be in a clear bag (with envelope inside) minimum of \$4.00 each. May be packaged/bundled in appropriate clear containers as well. No zipper bags
FIBER ART	6	Scarves, mittens, purses, table runners, dish cloths and clothing
BOOKS	12	Racks provided by the gallery

Size and quantity limits at discretion of gallery chair people – All fixtures and displays will be provided by the gallery unless approved by chairs

Sue Kalseim 612-816-4447 3D, Wall & Bin Art Chair

Sandy Thimgan 218-862-5594 *Jewelry/Card Chair

Updated 5/2024