



GALLERY BOOTH GUIDELINES

Thank you for being a stARTup Studios represented artist. We strive to provide the best art sales opportunities for artists of all kinds in the Macon area. We believe that your style is unique, and it should show, not just through your artwork but also through your display. The more people understand about you, the more they feel connected to your work.

Following these guidelines will help us photograph, advertise and provide the best display of your work and your personality to our customers.

INSTALL:

1. Hanging days are Mondays/Thursdays 2-7pm and Fridays 1-4:30pm.
2. Painting your wall is allowed with Management Permission.
3. Walls are constructed with Sheetrock, backed by OSB, which means anchors are not needed to hang anything. Wood screws no shorter than 1 5/8" are recommended for heavier items. Lighter items can be hung by screws or push pins. (If you need assistance, just ask)
4. Hammering in nails is not allowed as it can disrupt artwork on display by other artists.
5. Price labels must be provided by you, the artist. This helps create a more unique display showing your style.
6. We recommend writing a short bio with headshot discussing your work and life. This helps sell your work. Paper size 8.5"x11" is recommended.
7. Inventory sheet must be given to a stARTup Studios employee before leaving.

SELLING ARTWORK:

1. stARTup Studios will handle all sales and mark sold items (if not picked up right away) with a red sticker.
2. Payouts will go out every 15th of each month to your preferred payment method for the previous months sales (ex. January sales will be paid on February 15th)
3. stARTup Studios will offer shipping of work only if requested by the artist and a shipping price is provided to stARTup Studios. Artist is responsible for packing and shipping the artwork. (List shipping price on Inventory Sheet)

SWAPPING ARTWORK:

1. When shifting or replacing your artwork, all holes must be filled with spackle (provided by stARTup Studios) before leaving. stARTup Studios may require a repaint if the spackle becomes too noticeable.
2. An updated inventory sheet is required on the day of the swap.

DEINSTALL:

1. All artwork, price tags and hardware must be removed and out of the gallery within 7 days of your end date.