



Important Information About Showing in the Art Studio Gallery

Thank you for scheduling a show at The Art Studio Gallery on Elk Avenue!

1. When you hang your show, please also hang some information about you/your work. A bio, artist statement, info about your work, a photo of you, etc. Whatever might help people get to know you and what you are showing.
2. Our gallery staff will schedule a meeting with you to learn about your work in order to better sell it. Please be prepared with any information, materials, etc. that describes you, your work, etc.
3. Your opening reception is scheduled during the ArtWalk evening(s) that coincide(s) with your show.
 - a. It is required that you attend ArtWalk(s) during your show. If you sign up for a show, and then are unable to attend ArtWalk(s), **you will be charged a \$25 fee for each ArtWalk that you do not attend.** This fee is to help provide a staff member that will attend in your absence.
 - b. Please bring a snack to share (wine is provided by The Art Studio)
 - c. Please help set up (ready by 5pm)
 - d. Please help clean up at the conclusion of ArtWalk at 8pm (wipe tables, take out trash/recycle, put away stools, etc.)
4. At the conclusion of your show, by end of the day on the last scheduled day of your show, you are required to:
 - a. Remove all work
 - b. Fill all holes
 - c. Touch up paint
 - d. **One of our gallery staff will go through a check-out process with you at the conclusion of your show.**