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## Gallery H2O Application Packet

### WATER STREET STUDIOS

Batavia Artists Association at Water Street Studios is a 501(c)3 not-for-profit organization devoted to expanding art in Batavia and the surrounding communities. By converting an historic limestone building in downtown Batavia we have created an amazing 16,000 sq ft arts center featuring 28 artist studios, three classrooms and a premier gallery for showcasing fine art.



### **Gallery H2O Summary:**

Water Street Studios is soliciting artwork for its Gallery H2O gallery. All forms of art are acceptable: (i.e. paintings, sculptures, drawings, mosaics, photographs). Gallery H2O is looking for high quality art priced under \$200 to sell in our new retail store. Due to the limitations in square footage in which to display pieces only members of Water Street Studios and their Resident Artists are able to display work in Gallery H2O. There is no submission fee for the Gallery H2O. Unsold artwork will remain no longer than 3 months after drop off day.

### **Commission Structure**

~Water Street Studios Resident Artist commission structure is as followed: 70% to the Artist / 30% to the Water Street Gallery.

~Non Renting Artist commission structure is as followed: 60% to the Artist / 40% to the Water Street Gallery.

### **Eligibility Criteria**

The Water Street Studios Gallery H2O is open only to members and resident artists. Submission of your art does not mean automatic acceptance in Gallery H2O. Submissions must meet the high standards set by the Marketing and Retail/Gallery committees. We reserve the right to reject any submissions that do not fulfill our retail and esthetic goals. Criteria used in the selection of artwork shall include, but not be limited to, the following:

- ❖ **Who**: Members and resident artists only.
- ❖ **Media**: All forms of media may be considered.
- ❖ **Artistic level**: Art students studying at the college level or higher are allowed.
- ❖ **Subject Matter**: While Water Street Studios looks forward to displaying a variety of media and subject matter, the artwork must be appropriate for a public setting and for viewing by all age groups. Artwork that would be considered offensive or disturbing to the general public i.e. work depicting sex or violence may not be selected for display.
- ❖ **Delivery**: All selected artwork must be delivered to the gallery “ready-to-hang” for immediate display. Any pieces that arrive needing framing or additional assembly will not be considered for display and will be returned to the artist. Matching framed paintings are preferred, but not require.
- ❖ **Artistic Integrity**: Works must be original.

### How to Apply:

Artists interested in submitting artwork for display must submit a completed Gallery H2O Packet. Gallery Application Packet includes the following:

1. A completed Gallery Form (page 3).
2. Email Excel form (separate attachment) to: Ashley Cotter at [h20@waterstreetstudios.com](mailto:h20@waterstreetstudios.com)
3. Completed tags (read below)

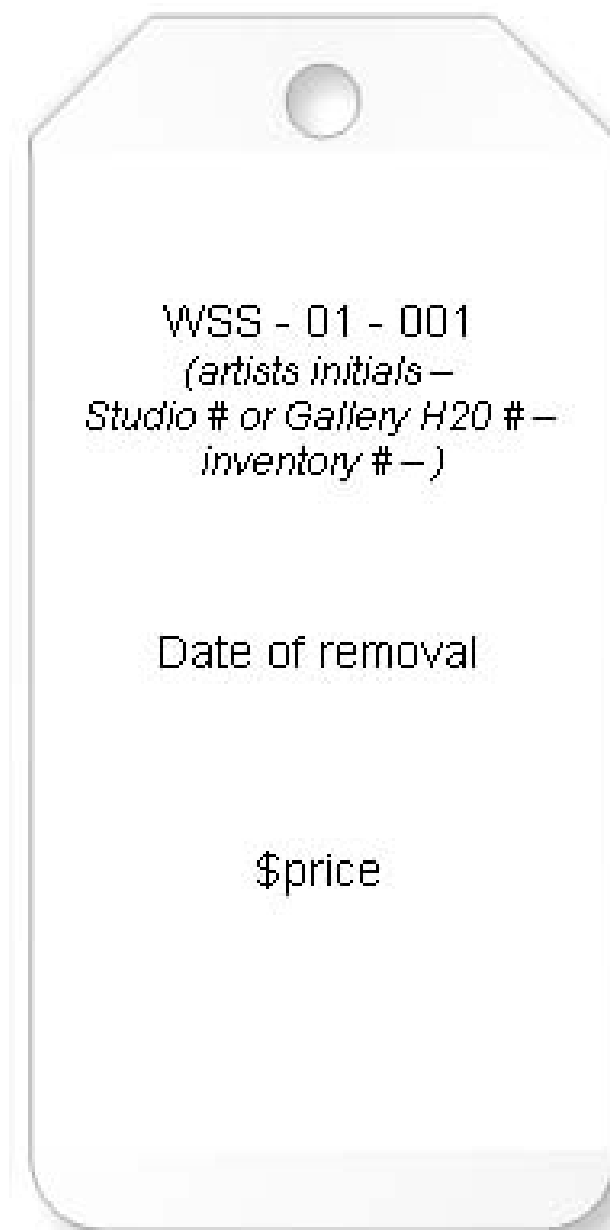
### Tags:

Artists will be need to fill out a ticket that will be placed on their work so that customers will know the price of their piece. A numeric code will be given to the artist (artist's initials – Studio # or Gallery H2O # – item #) to put on this tag, along with their price and month for them to take the piece out.

### Artwork Drop Off and Pick Up:

Drop off artwork: Set up appt with Ashley Cotter:  
[h20@waterstreetstudios.com](mailto:h20@waterstreetstudios.com)

- ❖ When artists come in to drop off with work, artists will be asked to fill out their ticket that will be placed on their work so that customers will know the price of their piece. **Unsold Artwork will remain no longer than 3 months after drop off day. Art work must be picked up on the date specified on their ticket.** New work under \$200 can be swapped out in order to keep the merchandise fresh in the shop. We feel that this is a way for artists to learn their market of what sells and what does not. Artists whose work that is not picked a week after the designated pick up day will be charged a \$5 daily storage fee. If art work is not picked up within a month of the designated pick up day, artists wave all rights and ownership to such work and such work becomes the property of Water Street Studios.



Gallery Application Packet

**Artists Information:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City & Zip: \_\_\_\_\_ Phone number: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

- WSS Renting Artist (*Commission 70/30*)
- Non Renting Artist (*Commission 60/40*)
- WSS Artists Member

Artists Number	WSS item number	Item description	Price	Quantity	Notes
EX-(Studio #)	EX-00-01	Diamond tiara	\$199.99	1	Handle with care

**Artist's Acknowledgement:**

I am the owner of all rights to the above described work of art. I understand and agree that Water Street Studios agrees to exercise ordinary care for works exhibited at the Gallery. I hereby release and forever discharge Water Street Gallery, directors, employees and volunteers from any responsibility, personal liability, claims, loss or damage what so ever arising out of the use of the Gallery. For this reason it was recommended that I carry insurance for my art work involved in the gallery. My signature below indicates that I acknowledge said recommendation and have chosen to waive that option. I further understand that my artwork cannot be taken from or sold outside of the display premises during public exhibitions and a description and/or photograph of my artwork may be shown or published in Water Street Studio's newsletter along with other art program promotional items such as press releases or websites. I acknowledge that I must be an artist in good standing within the parameters of the BAA Code of Conduct and Behavioral Guidelines, and that Water Street Studios, at its sole discretion, has the right to reject any artwork submitted.

**Artist Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**EMAIL EXCEL FILE TO:**  
 Ashley Cotter [h20@waterstreetstudios.com](mailto:h20@waterstreetstudios.com)  
 To drop off artwork, set up an appt with Ashley Cotter  
 160 S. Water St. Batavia, IL 60510