**IMPRESSIONS GALLERY**

**ART EXHIBIT PROCEDURES AND REQUIREMENTS**

**POP-UP MEMORIAL DAY-LABOR DAY 2025**

**ELIGIBILITY:** Art gallery shall be open to all of the visual arts, with preference given to artists within the Sheboygan and surrounding SE Wisconsin area. One of our missions is to assist unseen artists. Original art is required, no prints.

**APPLICATION DEADLINE**: Application deadline is midnight on Friday, May 9, 2025. All digital photographs should be emailed to: impressionsgalleryatblueharbor@gmail.com. The artist’s submission email should also contain the Artist Application form and the artist’s official bio. We will notify you if we do not receive all the required information. If an artist email is incomplete at deadline, the artist’s submission will not be considered.

**REQUIREMENTS**: All art exhibited within the Gallery shall receive approval from the Jury Committee (via Rubric) prior to the exhibit. Art shall be original (no prints).

**FEES**: If accepted as a juried artist (and the $25 application fee has been paid), artists will not incur any additional costs.

**NOTIFICATION OF ACCEPTANCE**: The artist will be informed of acceptance via email on Monday, May 12, 2025. Delivery of accepted artwork will be Sunday, May 18th or Monday, May 19th from 10-2 both days.

**DURATION:** The Impressions Gallery is a pop-up format. We are testing the waters and if the concept is successful, we are very hopeful to continue the gallery as a permanent installation within the Blue Harbor Resort. The duration of the pop-up is Memorial Weekend (5/23) through Labor Day (9/1). New agreements will be generated if/when we move to a permanent installation (post Labor Day 2025).

**TEAM STAFFING**: Each accepted artist will be asked to volunteer to staff the gallery a minimum of one 5 hour shift per month. The artist will be fully trained in Point-of-Sale system and gallery needs.

**INSURANCE**: Blue Harbor carries insurance on the building and it’s contents. We encourage you to carry additional insurance for your artwork. In the event of an insurance claim, artwork is insured for its stated value on the Pop-Up exhibition contract. See Pop-Up Contract for more information.

**PRESENTATION**: 2D Artwork must be appropriately framed, matted (if appropriate) and hung with wire at the upper third of the piece. Sawtooth hangers will not be accepted. No political or religious themed works are accepted at this time. Due to square footage of the gallery (1250 sq ft), we will not be accepting photography or AI works. Artwork cannot be removed from the premises unless sold to a patron. All artists will receive more details at time of acceptance.

**SALES**: The artist will set the pricing on any item for sale. The gallery reserves the right to suggest pricing guidelines if needed. The artist will be notified upon the sale and given the opportunity to present a new piece to the jury. If the artist opts not to present an additional piece, we will contact the artist next in line on the waiting list. The artist will be paid 65% commission on each piece sold. At the end of each month, we will prepare a monthly summary for payment and Blue Harbor will issue checks.