

U.P. MADE ARTIST MARKET

Community Women's Group

Mailing Address: PO Box 54, Watton, MI 49970

Contact: (906) 355-2727 upmadeartistmarket@hotmail.com

Website: www.upmadeartistmarket.com

1. All Artist/Gallery work will be juried by the Community Women's Group (CWG) and the artist must make all works of art and be a resident (part or full time) of the UP or surrounding area. Please send via email/ US mail 2 pictures of your work to be entered; include along with a self-addressed stamped envelope to return pictures.
2. There is a corner in the market place for collectibles/ re-sale items; the same UPMAMM* guidelines apply. All items in this category will be entered at the discretion of the CWG and will only be displayed in this corner, i.e., re-sale products cannot be displayed in the other parts of the market except at the discretion of a CWG member.
3. There are two (2) work options and two (2) non-work options so that each artist can gauge which is best for him/her. Please check the one you prefer on the application page.

WORK OPTIONS:

1. Each UPMAMM* works one (1) day per month and is assessed a 25% commission fee on the submitted RETAIL price of each item.
2. Each UPMAMM works one (1) day per month, agrees to pay \$80.00/yearly membership fee, but will only be assessed a 15% commission on the RETAIL price.

NON - WORK OPTIONS:

3. No monthly fee, but include a 35% commission on your RETAIL price.
4. Pay \$100.00 per year (paid in advance) and include a 25% commission on your RETAIL price.

Formula commission: $65\% / 35\% = 1.8$ or $75\% / 25\% = 3.0$ or $85\% / 15\% = 5.6$

Example: $(65\% / 35\% = 1.8)$ (your price = $\$100.00 / 1.8 = \55.55)
 $100.00 + 55.55 = \text{RETAIL } \155.55)

***UPMAMM** is an acronym for UP Made Artist Market Member (pronounced, UP Ma'am!)

No sale, nor set up of inventory, will take place before each UPMAMM has filled in their calendar work days for the season from May - September and submitted a new / renewal membership application with monthly fee

paid (where applicable). All artists will be responsible for finding someone to work their days if they cancel. The market may not open if an artist does not show up for work which will hurt each vendor and the market as a whole.

4. To expedite set up time your inventory list should be in the following format: your (3) initials followed by a dash then the item no. i.e. 5, 6 etc. (MRL-5) description of item, quantity of each item, and the RETAIL price, (the retail price must reflect your pre-calculated commission). An inventory list and stick-on price tags will be printed out on the computer; your inventory list will be in your file. String tags will be available at the market to adhere the stick-on tags to if needed.
5. A framed biography for each artist is encouraged; please include a business card and photo at the corner.
6. Please leave a limited number (6) of new items to be juried in the lounge area with an inventory list. Please notify the CWG ahead of time if you would like to remove an item so that it can be taken out of inventory on the computer.
7. The CWG is a non-profit group and sponsors the UP Made Artist Market. We assume no liability for the loss, damage to or destruction of any item and limit the quantity of duplicate items on display consigned. We reserve the right to refuse inappropriate items.
8. There will be training time for each worker to learn how to use the register and computer program for the market sales. Due to the small staff of CWG workers, trained vendors who are unable to maintain their work schedule or who do not make arrangements for replacement workers will be placed on a 35% commission option for the remainder of the season.
9. All "UPMAMM" checks will be processed by the 15th of each month and will include the CWG's commission as determined by your application.
10. Acceptance into the UP Made Artist Market (Artist/Gallery room) automatically entitles the artist to be approved with their pre-juried art work into any and all future art shows put on by the CWG.
11. Merchandise can remain in the market year round for occasional sales when we are open "by appointment" or for extra shopping days by our CWG members or family etc. Please do not remove your merchandise before the last scheduled day of business as this detracts from the market. Those Vendors who have not renewed their application by April 1st of each year will have one month to claim their items and will be notified by certified/signed letter that the merchandise

will become the ownership of the CWG and sold with the commission going to the CWG. The CWG does not have storage space; please claim your merchandise within one month.

12. There are a number of benefits as an UPMAMM. Artist will have a short bio on the web page along with photos and contact information. The CWG advertisement includes the display of over 5,000 rack cards depicting the Historic School/Market at all tourist information centers throughout the UP and surrounding area in addition to monthly ads in the Marquette Monthly newspaper. The CWG is a member of the Tourist Information Center in L'Anse and was featured in the August 2007 issue etc. and our art show received TV-6 coverage. The Historic Covington School is a tourist interest stop and draws a lot of traffic. If you would like to join this group of dedicated artist please fill out the enclosed application.

13. The CWG/Market was interviewed by a national women's magazine and we are looking forward to increased business from this. Also, the CWG has added a shopping cart for members who are interested; this added feature will have an annual fee. Please contact us via email for details concerning the shopping cart and to request an application form via email. You must be an UPMAMM to participate in this service.

14. This is a smoke free environment; if you smoke please do so behind the building as the smoke drifts into the opened door. Thank you, CWG members.

Vendor fees will be paid to the CWG before set up time.

You must have your application and vendor inventory sheet in before you set up.

If you have any questions please feel free to call the market at 355-2727.

Someone will return your call promptly!

Please check the appropriate boxes before sending in your application.

I have read the cover letter and the UP Made Artist Market application/information page and understand the rules and regulations regarding the market.

YES [] NO []

I understand that if for any reason the work I want to submit is not approved that the CWG will return my check.

YES [] NO []

*I have enclosed a list of items which I would like displayed in the artist market.
I understand that the stick-on-tags will be ready when I come to set up.
YES [] NO []*

*I have enclosed 2 pictures or sent photos via email.
YES [] NO []*

*I approve the use of the enclosed pictures for the UP Made Artist Market web page.
YES [] NO []*

I prefer membership option: (please circle one option)

Working: 1___25%__ 2___15%__

Non Working: 3___35%__ 4___25%__

(See Line number 3 for explanation of options)

Mail this page to: CWG P.O. Box 54 Watton, Mi 49970

*Name*_____

*Address:*_____

*City:*_____ *State:*_____ *Zip:*_____

Phone _____

Email: _____

*Signature*_____ *Date*_____