



Pennsylvania Guild of Craftsmen Terms and Conditions for Selling Work in the Guild Store

We encourage our active member artists to apply for consideration for inclusion in our Guild Store. Because of the high volume of applications, artists must apply online. Incomplete applications will not be accepted.

All items displayed must be the work of the craftsperson of record and must conform to PGC Standards: Excellence in Craftsmanship, Resolved Design, and a Unique Voice or Style. All work must be original pieces made by the craftsperson, and therefore, assemblages, embellishments, commercial products, or work made from commercially available kits are not eligible. Prints must be limited edition. Photography must be limited edition. Standards of quality are high as the Guild Store represents the best of what the PGC artists can offer. Accepted items must be ready for display.

Once reviewed, artists may be contacted with questions. The review process can take 5-7 business days. Artists will be contacted regarding their application with acceptance or feedback and encouragement to apply again in the future. Accepted artists will be asked to meet by appointment and will be contacted by the Guild. Accepted art is at the discretion of the PGC. Store artists are encouraged to bring in new work every 3 months by appointment and change their inventory to offer their most current pieces. Artists are responsible for completing “Inventory Out” and “Inventory In” paperwork. Artists receive 60% of the sale price and payments via ACH deposit are sent monthly. Artists may remove their work at any time with a “Remove Inventory List” paperwork for the Store Manager.

GUILD STORE TERMS OF OPERATION:

- **Application Deadline:** Rolling Deadlines. New work is added to the Guild Store regularly. Following acceptance, anticipate that your work will be on display within the week, provided you arrange for quick delivery so your work can be inventoried & tagged by us.
- **Percentage of Sales:** Craftsmen receive 60% upon the sale of each piece of craft and artwork accepted. Guild commission is 40%. Commission is based on the actual sale price not including tax.
- **Standards for displayed works:** All items displayed must be the work of the craftsperson of record and must conform to PGC Standards: excellence in craftsmanship, resolved design and a unique voice or style. All featured work must be original pieces made by the craftsperson, and therefore, assemblages, embellishments, commercial products, or work made from commercially available kits are not eligible. Prints must be

limited edition. Photography must be limited edition. All work is juried. Work must be representative of your submitted application or it will not be accepted.

- **Notification:** You will be notified via email within five business days of acceptance.
- **Delivery of Work:** Work is received on-site during regular business hours (10 am to 5 pm). Use your acceptance notification email to respond with a requested time for delivery. You may also ship your work to: 335 N. Queen St., Lancaster, PA, 17603, attn.: Guild Store Manager.
- **Cancellation Policy:** In the event you are unable to participate, please contact us immediately.
- **Payment:** Payment is via ACH (direct deposit). Artists will receive a detailed list of sold items via email before payment. Artists are paid for the prior month's sales. It is the artist's responsibility to track their sales. The PGC does not provide end of year reporting.

GENERAL RELEASE & ACCEPTANCE OF RULES

I agree to comply with all terms and guidelines. I understand that it is my responsibility to adequately insure my work against loss or damage or theft. In consideration of participation, I hereby forever discharge, release and hold harmless the Pennsylvania Guild of Craftsmen, Pennsylvania. Designer Craftsmen, and all other of its agents, servants, employees, principles, successors, and assigns from any and all manner of action suits, damages or claims whatsoever arising from any loss or damage to persons or property of the undersigned in association with any of the events and hereby consent to the enforcement of all rules and regulations of this Guild store.

I understand that by submitting my application on www.pacrafts.org I have read, understood and accepted the terms and conditions listed in this document.