

BMO Harris Bank Cedarburg Art Gallery

Beginning August 1, 2011 members of the Cedarburg Artist's Guild will have the opportunity to solo exhibit 2D artwork (up to 12 pieces) on the gallery walls located adjacent to the lobby in BMO Harris Bank in Cedarburg located at N69W5269 Columbia Road (corner where Columbia and Bridge meet). The space consists of 2 walls with 3 areas for artwork. Each wall is 87" tall lined with a rail hanging system. One wall is 272" long of uninterrupted space and the second wall has 2 areas - one 29" long and the other is 126" long. According to the bank, they perform over 1000 transactions per month in this location.

Solo artist exhibitions will run for 8 weeks beginning August 1st with a week in between for set up and take down. The next two years of schedules will be as follows:

August 1 – September 26, 2011

October 3 – November 28, 2011

December 5, 2011 – January 30, 2012

February 6 – April 2, 2012

April 9 – June 4, 2012

June 11 – August 6, 2012

August 13 – October 8, 2012

October 15 – December 10, 2012

December 17, 2012 – February 11, 2013

Artists will need to arrange to meet with Catie Barron to drop-off artwork and arrange their exhibition along with providing an artist statement, and providing business/post cards if they have them. During the drop-off meeting, the inventory/waiver form will be completed and signed. All drop-offs will occur on the Thursday or Friday of the week before the exhibition begins. Artists will also need to arrange an artwork pick-up date and time with Catie on the Monday or Tuesday after their exhibition ends.

All art sales will be handled through the Cedarburg Cultural Center with the same 35% fee collection providing 65% of the sale price being paid back to the artist within 45 days of the sale. If a piece of artwork is sold, the artist has the ability to work with Catie to quickly replace that piece during their exhibition.

If you would like to participate, please email Catie Barron at catie@catarzina.com with a bio and 3-4 images that represent the work that will hang in the gallery space. The bank requires an opportunity to review the artists work for appropriateness before the exhibition is scheduled.





BMO Harris Bank Art Gallery

Artist Information

Artist Name: _____ Phone Number: _____

Email: _____ Exhibition Dates: _____

Artist Inventory (Include your name & title of work on the back of your pieces.)

TITLE	SIZE	MEDIUM	RETAIL PRICE
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			
7. _____			
8. _____			
9. _____			
10. _____			
11. _____			
12. _____			

Artist Contract

1. BMO Harris Bank Gallery exhibitions are open to all Cedarburg Artists Guild (CAG) members in good standing. Drop-off and Pick-up of artwork is to be scheduled with Catie Barron prior to the exhibition. Drop-off of artwork must take place Thursday or Friday before the exhibition begins and Pick-up must take place the Monday or Tuesday after the exhibition ends. **At the end of a show, any artwork not picked up will be placed in an unsecured area of the bank. Be sure to come in or send someone during your arranged pick up time. If you are sending someone in your place, be sure to give the name of your proxy to Catie Barron ahead of time.**

2. Exhibitions will be posted in the CAG newsletter, CAG Facebook page, and at cedarburgartistsguild.com. If you do not wish photos of your work to be used, initial here. _____

3. Only originals will be hung. Depending on the size and number of pieces, you may display up to 10 pieces of artwork. Acceptable artwork is to be framed and wired for hanging (no alligator hooks). Works may be exhibited only once in the BMO Harris Bank Gallery. Unframed canvases must be finished on all edges to complement the front image. Artist will design the display with Catie Barron during the drop off appointment. **Include your name and title on each piece.**

4. BMO Harris Bank reserves the right to return artwork to the artist unsuitable for exhibition.

5. All artworks must be for sale and all are "cash & carry". Sales are handled by the Cedarburg Cultural Center (CCC). Artists receive 65% of the Retail Price listed. The CCC will issue you a check **within 45 days after the sale**. If you sell a piece, you are welcome to quickly submit a replacement. Email your name, replacement piece's title, medium, and price to Catie Barron at catie@catarzina.com (630-707-1829). A label will be made and a drop-off will be arranged.

6. The artist waives all rights to hold BMO Harris Bank, Cedarburg Artists Guild, Cedarburg Cultural Center, or its members responsible for any damage or loss of their work.

Artist Signature: _____ Date: _____

Cedarburg Cultural Center – BMO Harris Bank Cedarburg Art Gallery

How it will work....

- Artists will submit an interest to exhibit and 3-4 sample images (.jpg's only) of their work via email to Catie Barron at catie@catarzina.com. Please include a bio, artist statement, and images to forward to BMO Harris Bank.
- Images, artist statement, and artist bio will be submitted to BMO Harris Bank for review and acceptance to assure artwork will be within the bank's guidelines for display.
- Please keep artist statement to less than 250 words to be displayed with the artwork.
- There is no cost to the artist to exhibit their work however all artwork must be available for purchase. There is the standard 35% fee to the Cedarburg Cultural Center when artwork is purchased.
- Exhibition Schedule is as follows (8 weeks exhibited / 1 week for change out)
 - August 1 – September 26, 2011
 - October 3 – November 28, 2011
 - December 5, 2011 – January 30, 2012
 - February 6 – April 2, 2012
 - April 9 – June 4, 2012
 - June 11 – August 6, 2012
 - August 13 – October 8, 2012
 - October 15 – December 10, 2012
 - December 17, 2012 – February 11, 2013
- Current exhibiting artist will meet with Catie Barron the Monday/Tuesday after the exhibition to remove unsold artwork.
- Next exhibiting artist will meet with Catie Barron the Thursday/Friday before the exhibition to arrange the exhibition, sign the documents, and drop-off artwork.
- Catie Barron will actually hang the artwork on the bank's hanging system.
- Catie Barron will provide the Cultural Center a copy of the inventory agreement signed by the artist upon hanging of the artwork. Inventory will include the name of the piece, size, medium, and retail price.
- BMO Harris Bank will have ample cards from the Cedarburg Cultural Center at the reception desk to hand out to anyone showing interest in purchasing a piece. Artists are encouraged to provide their own business cards as well which will also be displayed at the reception desk of the bank. The bank employees will refer interested buyers to contact the Cultural Center for the purchase transaction.
- Artwork displayed will be "cash & carry" with financial transactions to be made at the Cedarburg Cultural Center.
- If a buyer purchases a piece of artwork, they will be instructed to contact Lauren Rose Hofland at the Cedarburg Cultural Center (by phone or in person). They will be directed to purchase the piece at the Cedarburg Cultural Center who will then contact Lauren to facilitate the delivery of the artwork.
- Lauren Rose Hofland will inquire if the purchaser is willing to come back the next day to pick up the piece. If so, Lauren will transfer the artwork to the Cedarburg Cultural Center. If they choose to take delivery immediately, Lauren will escort them back to BMO Harris Bank and will remove the piece of artwork and hand it to the buyer.
- Lauren Rose Hofland will contact the artist when a piece has been sold.
- The artist should then contact Catie Barron to make arrangements to replace the purchased artwork, rather than leave a large open space in the gallery.
- Cedarburg Cultural Center will process purchase transactions and will, in return, keep 35% of the sales proceeds. CCC will pay the artist 65% of the sales proceeds within 45 days of the sale.