Browse Bin Guidelines
for Juried Artists Members ONLY

The **Browse Bin** is another great way to sell your artwork in the gallery. Artists must be a **Juried Artist Member** and current on dues. Juried Artist Members may display up to 8 pieces of **original signed** artwork [*NOT a Gicleé (reproduction of original art)]*. Photographs must be signed and numbered in a series. Please read our guidelines below and contact the gallery with any questions.

ARTWORK MUST BE INDIVIDUALLY LISTED ON THE BROWSE BIN INVENTORY SHEET AND PLACED IN THE BINDER:
Juried Artist Members may display no more than 8 pieces of work. Please print out, complete and submit the registration sheet with your artwork – during Gallery business hours – so staff can update database.

EACH PIECE MUST BE PROFESSIONALLY PREPARED:
Original artwork **MUST** be properly matted, enclosed in a fitted sealed sleeve and **MUST** include Artist's Name, Title of Artwork, Medium, and PRICE visible on the back (email address - optional). All artwork submitted will be accepted at the discretion of the Gallery Coordinator.

A PRICE STICKER MUST BE AFFIXED ON THE FRONT OF EACH SLEEVE:
Each sticker will include the FIRST and LAST INITIALS of the ARTIST with the LINE# which corresponds to the inventory line number listed on the inventory sheet – as well as the PRICE. *(Example* – John Doe's pieces would be labeled JD-1, JD-2, etc. then add the PRICE below – see registration sheet for an example.)

INVENTORY:
Artists are responsible for rotating and replenishing their inventory and updating their inventory sheet **3 times** during the year – April 30 / August 31 / December 31.

NOTE: WAA is NOT responsible for lost, damaged or stolen artwork. Artwork left for more than **one** year will become the property of WAA.

PAYMENTS:
WAA collects a 3% processing fee before calculating the commission on works sold: 20% for JAM members. Commissions are paid out the first of every month.

HELPFUL HINTS:
We recommend that specific locations in the artwork be identified.