

BRIGHTON MAIN STREET WINE, ART & MUSIC FESTIVAL

FAQs

Artwork Take-in COBACH Center, 202 Main Street, Brighton

Wednesday before Start of Fair 6pm-7pm

Artwork Pick-up in Tents – inside for check-out

Sunday end of Festival

The Galleria

- **Submissions:** Artists may submit up to 2 works to hang and/or 20 small works priced under \$100.
- **Hanging artwork:** Artists MUST provide hardware/hangars to hang their artwork.
- **Non-hanging artwork:** The guild will provide several print racks. Depending on the amount of work submitted, we may display a few at a time. Artists MUST supply any specialized racks or bins for notecards. Tables will be provided to display work. Jewelry and other small works need a box or container or small rack to display work in. Please label the container.
- **Labeling guidelines: PLEASE BE SURE THEY ARE MARKED.** Each piece of artwork must bear a label that includes the artist's name and price, The attached Inventory document has ID labels for your convenience. ID labels must be firmly affixed to the back.
- **Gallery cards:** Will be supplied by the Guild using the inventory sheet
- **Inventory:** Artists MUST supply the Guild with an inventory sheet at take-in.

NOTICE TO ALL PARTICIPANTS

ALL exhibiting participants are required to gallery sit, demonstrate, contribute time to the set up, take down or paperwork efforts.

Art Festival Inventory ***MUST be presented at take-in.***

Artist's Name (printed): _____

For Office Use Only

Take-In Sold Sign-Out

| | | | |
|-----|--------------|---------------|--------------|
| 1. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 2. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 3. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 4. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 5. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 6. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 7. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 8. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 9. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |
| 10. | _____ | _____ | _____ |
| | <i>Title</i> | <i>Medium</i> | <i>Price</i> |

| | | |
|--------------------------|--------------------------|--------------------------|
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Brighton Art Guild (the Guild) confirms receipt of artwork listed above. A 20% commission will be taken from the price of artwork upon sale; the Guild will collect & remit sales tax to the State of Michigan. Remaining commissions will be paid via check and mailed to the artist no later than August 15. The artist reserves the copyright and all reproduction rights to these works. The Guild will not permit any of the artworks to be copied, photographed or reproduced without the artist's permission, except for the Guild's own promotional use. Purchased artwork will be removed from The Gallery Store upon sale. The Guild and its agents, acting on behalf of the Guild, are not responsible for loss or damage to any artwork while it is in the Guild's possession.

I have read & agree to the inventory instructions:

Date _____

Artist Signature _____

Sign Out:

Date _____

Artist Initials _____

Guild Rep. Initials _____

Complete ID labels (below) and attach to the back of corresponding artwork on list above.

| | | | | |
|---------------|---------------|---------------|---------------|---------------|
| 1. | 2. | 3. | 4. | 5. |
| _____ | _____ | _____ | _____ | _____ |
| <i>Title</i> | <i>Title</i> | <i>Title</i> | <i>Title</i> | <i>Title</i> |
| _____ | _____ | _____ | _____ | _____ |
| <i>Artist</i> | <i>Artist</i> | <i>Artist</i> | <i>Artist</i> | <i>Artist</i> |
| _____ | _____ | _____ | _____ | _____ |
| <i>Medium</i> | <i>Medium</i> | <i>Medium</i> | <i>Medium</i> | <i>Medium</i> |
| \$ _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| <i>Price</i> | <i>Price</i> | <i>Price</i> | <i>Price</i> | <i>Price</i> |
| 6. | 7. | 8. | 9. | 10. |
| _____ | _____ | _____ | _____ | _____ |
| <i>Title</i> | <i>Title</i> | <i>Title</i> | <i>Title</i> | <i>Title</i> |
| _____ | _____ | _____ | _____ | _____ |
| <i>Artist</i> | <i>Artist</i> | <i>Artist</i> | <i>Artist</i> | <i>Artist</i> |
| _____ | _____ | _____ | _____ | _____ |
| <i>Medium</i> | <i>Medium</i> | <i>Medium</i> | <i>Medium</i> | <i>Medium</i> |
| \$ _____ | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| <i>Price</i> | <i>Price</i> | <i>Price</i> | <i>Price</i> | <i>Price</i> |