Who Can Apply for a Gallery Show

- Any individual or group (two or more people) with a cohesive portfolio and enough pieces to adequately fill the gallery space.
- Priority will be given to MU students, students working on their thesis exhibits, and those who have not recently been exhibited in local galleries.

Fees and Expenses

- The exhibition fee is $15 (MU students) or $25 (non-MU students).
  - This fee covers use of the gallery and table, tablecloth, juice, cookies, cups and napkins for reception for approximately 20 people, as well as basic wall repair.
- Any artwork left after the exhibition removal date will be assessed a fee of $10 per day, per piece.

Application Process

1. Artist completes and returns a Gallery Application, CD or slides of artwork, and artist statement.
2. Craft Studio contact approves or rejects application and notifies artist by email.
3. If selected, artist and Craft Studio contact will determine exhibition dates and reception date.
4. Artist pays gallery fee. The exhibition is not confirmed until the gallery fee is paid.
5. Artist signs a contract (at least one month before the exhibit begins).

Installation and Removal of Exhibit

- Artist is responsible for installing and removing exhibit on the dates and times agreed upon in the Craft Studio Gallery Contract.
- Artwork left after the removal date will be charged a fee of $10 per day, per piece. Special arrangements can be made in advance to avoid charges.
- You are responsible for arranging the lights for your show.
- Pieces must be ready to hang if the Craft Studio is in charge of the show's install, or a fee will be assigned.
- You may use nails in the Gallery walls provided you patch holes and repaint the walls. If excessive damage is done to the walls, a fee will be assigned to the artist.
- If you do ANY damage to walls (nails, painting, scratching, etc.) you must repaint the entire gallery. The Craft Studio will provide paint and painting supplies.

Reception

- Receptions may be on any date during your exhibit provided the Craft Studio is open at that time.
- The Craft Studio will provide juice and cookies for approximately 20 people. If you do not want juice and cookies, please tell the Craft Studio contact when you sign your contract.
- Dietary needs regarding the juice and cookies provided by the Craft Studio should be given to the Craft Studio contact in advance; we will try to accommodate all reasonable needs.
- If you create or promote an event via social media, tag the Craft Studio in your post and alert the Craft Studio of the event for advertising purposes.
- Absolutely NO ALCOHOL is permitted at receptions.

Promotions and Advertising

- Artist is responsible for creating promotional postcards and/or flyers.
- Craft Studio will send an electronic version of your promotional material to the Craft Studio Gallery email list.