

# ARTISAN GUIDELINES

Latest Revised January 21, 2013

**EXPOSURE:** As a member you will be included on our website with a link to your own website. We encourage our artists to link back to the PACT website.

**GUIDELINES:** All work presented in the store must be entirely the work of the artist. Displays used to showcase your work must be approved by the Board and/or Store Manager. Members will decide by a majority vote whether or not the art presented falls within the guidelines we have drafted below.

- **General:** Every piece of art must have the name of the artist and/or business name on or attached to it and additional labeling as the law requires. It is also highly suggested that every piece of art have contact info on or attached to it.
- **2D Art:** All hanging art must be hanging ready.
- **Jewelry Art:** All jewelry must be designed and assembled by the artist/member. Purchased chains and cords for pendants are acceptable.
- **Clothing:** All clothing must be created entirely by the artist. Recycled clothing must be significantly altered to the artist's unique style. Original art may be printed, drawn, sewn, or stenciled in any manner onto manufactured clothing such as tee shirts, sweatshirts, bags, etc. Sizing is encouraged and does not need to be standardized.
- **Change of Primary Focus:** Your primary focus can be an actual category of craft or a thematic category. If you choose to change your primary focus, your new focus must be reviewed by the jury committee review process.

## General Rules & Regulations:

1. PACT Members are expected to maintain professionalism individually and as a group.
2. Be courteous and respectful to other members and our store. Do not leave personal items in the store for longer than 48 hours, unless approved by the store manager.
3. You may not disturb or rearrange another artist's entire display or the front windows without permission.
4. Keep music and noise to a respectable level that won't disturb neighbors and customers.
5. No alcoholic beverages while on shift, or when hanging out in the store. No open/obvious alcoholic beverages (i.e. beer bottles, liquor bottles) during events/parties, unless an appropriate permit has been obtained. All alcohol must be in a cup or concealed container, and must not leave the store according to OLCC rules.
6. Only two scheduled shift members at a time can work the cash register while in the store.
7. Only official PACT signs are to be taped to the front windows or doors.
8. Absolutely NO borrowing money from the till. See *Membership Agreement* regarding an unbalanced till.
9. Only service animals are allowed in the store.
10. During your shift, do not bring any children under the age of 16 into the shop.
11. Any member who takes an unauthorized image of another member's art with the intention of duplicating it to sell it without permission will automatically be put on probation and, at the

discretion of the Board, qualifies for an immediate expulsion from Artistic Portland and any unused prepaid rent will be forfeited.