



BUSH BARN ART CENTER  
RENTAL-SALES PROGRAM & GIFT GALLERY  
**SUBMISSION GUIDELINES & APPLICATION**

The Rental-Sales Program and the Gift Gallery of the Salem Art Association (SAA) are consignment venues at the Bush Barn Art Center for local, regional, and Pacific Northwest artists to display, rent and sell their work. Our clientele shop in the Gift Gallery year-round for fine art, functional crafts and handmade gift items. For our venue, salability is a top priority, creative approaches are always valued, and superior craftsmanship is a necessity. Art sales are also made through our Rent-to-Buy program, which allows qualified customers the opportunity to rent work of art for three months, after which they may apply the rental fee to the purchase price. Additionally, we have a select number of corporate rental accounts.

SAA is a 501c3 non-profit organization serving the mid-Willamette Valley since 1919. The mission of SAA is to actively engage the community in the appreciation of the arts through contemporary art exhibitions and events, arts education for youth and adults, and the preservation and interpretation of our shared cultural heritage. The Bush Barn Art Center opened in 1965, welcomes over 20,000 visitors each year, and is considered one of the most appealing exhibition spaces in Oregon.

#### **EXHIBITION SEASONS**

The Rental-Sales Program and Gift Gallery is divided into two exhibition seasons: Spring-Summer and Fall-Winter with a separate application process for each season. Artists who submit applications by March 1 will be considered for the Spring-Summer season and those who submit applications by August 1 will be considered for the Fall-Winter season. You must apply for each exhibition period, even if your artwork has been juried into the gallery previously.

#### **APPLICATION CHECKLIST**

**Materials must be received by the submission deadlines: March 1 and August 1 at 5 pm.** To have your artwork considered for the upcoming exhibition season, please include the following:

- **Completed application form** (see page 3)
- **Four digital images of recent work** created within the last year. Digital files (JPEG files) may be submitted by email or PC platform CD or thumb drive with a resolution of 300dpi and a file size of approximately 5-10MB. Label digital files with a number that corresponds with the number on the application form, your last name and the art title. (*Example: 1\_name\_title*). Note: The quality of your images may directly influence the exhibition proposal review process.
- **Current resume or CV and bio** (include all recent awards, exhibits, grants, etc.)
- **Artist statement** (a detailed description explaining how, why, when and where you create your art)

Email to: [Galleries@SalemArt.org](mailto:Galleries@SalemArt.org) and please include "Gift Gallery/Sales-Rental" in your subject line.

Mailed / hand delivered to: Gift Gallery/Sales-Rental, Salem Art Association, 600 Mission Street SE, Salem, OR 97302. Please enclose a self-addressed stamp envelope if you would like your materials returned.

## **JURY PROCESS**

A jury committee composed of gallery staff and arts administrators review applications twice each year. The committee looks for quality contemporary work that shows a high level of vision, craftsmanship and salability. Jurying normally occurs within a month of each submission deadline. Applicants will be notified by mail or email after the jury panel has convened. SAA reserves the right not to invite any artist to exhibit or display any artwork for any reason.

## **COMMISSION**

The commission split is 50/50 with the Salem Art Association retaining 50% of the retail price from the sale of artworks. These proceeds directly benefit SAA's educational programs for youth and emerging adult artists and gallery operations. Please price your artwork to include this commission arrangement.

## **PRESENTATION**

Two-dimensional work must be brought or shipped to the Bush Barn Art Center ready to hang. Framing and matting must be professional quality with no sign of wear. Frames should complement the work—simple is best. Adequate hanging wires are required. Accepted artists will be provided with detailed gallery presentation guidelines explaining the best practices for art craftsmanship and framing. Artwork not adhering to these guidelines cannot be accepted for exhibition.

## **GALLERY DISPLAY**

Merchandising and display of artwork in the Gallery is at the sole discretion of the gallery staff. Up to 50% of artwork received from each accepted artist may be stored off-floor at any given time. This facilitates frequent rotation of artwork to keep the gallery displays fresh. It is the goal of the gallery to have a representative selection of artwork by each accepted artist on display at all times. Artwork in the Rental-Sales Program is displayed in four locations: the Camas Gallery, Gift Gallery, Display Pull-Outs, and Reception Area. An artist's work may be in one or more areas at any given time.

## **ARTWORK ROTATION**

The success of exhibiting artists and the Camas Gallery depends in part on maintaining a fresh selection of artwork on display. With this in mind, accepted artists are responsible for removing their artwork at the end of each exhibition period and submitting digital images of four new works on or before the biannual deadlines in order to be considered for subsequent exhibition periods. Artists are also encouraged to rotate work at the midpoint of each exhibition period, however this is optional. It is the responsibility of the artist to make an appointment to pick up and/or bring in work. Work cannot be delivered or picked up without an appointment. Work left at the Art Center for more than thirty (30) days following the end of each exhibition season (March 31 and August 31, respectively) becomes the property of the Salem Art Association.

## **SAA MEMBERSHIP**

All accepted artists are required to become members of SAA at the discounted rate of \$30. Members receive professional development support with the assistance of the Gallery Director, invitations to members-only presentations, reduced admission to select special events, a 10% discount on Gift Gallery merchandise and notification of exhibitions, commissions and other opportunities. To join online, visit [www.SalemArt.org](http://www.SalemArt.org). For additional information call 503-581-2228 x302 or email [David@SalemArt.org](mailto:David@SalemArt.org).

# SAA RENTAL-SALES PROGRAM/GIFT GALLERY APPLICATION FORM

(List the price as the amount you want to receive for the artwork multiplied by two.)

\_\_\_\_\_  
Name Date

\_\_\_\_\_  
Email Phone

\_\_\_\_\_  
Address City, State Zip

\_\_\_\_\_  
Title #1 Mediums Size Price

\_\_\_\_\_  
Title #2 Mediums Size Price

\_\_\_\_\_  
Title #3 Mediums Size Price

\_\_\_\_\_  
Title #4 Mediums Size Price

## PROCESS STATEMENT

(Use the space below to describe in detail how you created the artwork represented in your images, or attach a separate document.)

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