

Prospective Member Information

Thank you for your interest in Shoreham Gallery

Shoreham Gallery is a collective of artists living and working in the local and surrounding areas of Sussex who all work together to ensure the success of the venture.

Joining Procedure

To ensure that we keep the quality of work in the Gallery of a high standard, we do have a selection procedure. Artists invited to join are chosen because we feel their work will fit in the Gallery alongside the other artists currently exhibiting, to create an exciting and diverse collection. The first step is to visit our website www.shorehamgallery.co.uk and complete the “**Interest in Joining**” form, including at least **3 images of your work**. If we feel your work will be suitable, you will be invited to an informal meeting where you will be able to bring along examples of your work and chat about it. At the end of the meeting we will discuss your work and let you know the decision as soon as possible. It is important to us that we have a varied range of work in the Gallery and that each member has sufficient space to display it, therefore we may ask you to join a waiting list until space becomes available.

Artists become full members of Shoreham Art Gallery, a Limited Company by Guarantee, after a three-month probationary period.

Membership Fees

Each member pays **£55 per month** in advance, payable by Standing Order on the first of each month. New members also need to pay a **refundable deposit of £55** on joining, which is returned on leaving the company provided a minimum 3 months has been undertaken. New members are asked to commit to three months, after which time we ask that you give one month's notice if you wish to leave the Gallery. Artists may be able to leave and re-join the Gallery at a later date if there are vacancies, by mutual agreement. The fee allows each member to display their work seven days a week in their allocated space. Artists will also be included and promoted on our Website and Social Media pages. The Gallery takes **12% commission** on all sales. All payments for sales are made on a monthly basis at the beginning of the following calendar month.

Rota Hours

Each member is expected to steward at the Gallery for at least two days in every five-week period. Members are sent a rota in advance to book the days that are most convenient to them. New members will steward alongside an experienced member for the first three sessions; thereafter all members steward on their own. We are an equal opportunities organisation so if there is any reason why you cannot fulfil this obligation, please do let us know. There is a lot of work involved in running a Gallery therefore all members are also expected to attend meetings, in particular the AGM, and will be allocated an additional role to suit their personal skill set and availability. This may mean getting involved in marketing, maintenance, paperwork, events, display etc. Good communication skills and ability to use email are also essential.

Other Information

- The Gallery has a regular re-hang and change of window display and work is rotated to ensure everyone enjoys maximum exposure. Artists are asked to change their work on offer regularly.
- The gallery has insurance cover for artwork and public liability insurance, but individuals are recommended to insure their own work and have their own public liability cover.

We look forward to hearing from you via our website www.shorehamgallery.co.uk