

**The FERNIE ARTS CO-OP**  
Box 2860, 572 2<sup>nd</sup> Ave., Fernie, BC, VoB 1Mo  
(250)423-7044

[www.fernierartscoop.com](http://www.fernierartscoop.com)

## APPLICATION FOR CONSIGNMENT

This form is an application only and does not guarantee your acceptance as a consignee to the Fernie Arts Co-op. Please fill out the application form completely and submit it to the Fernie Arts Co-op with your \$25 jury fee when your art work is ready to be juried. Please keep page 2, the Consignment Application - Information Sheet for your own reference.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) \_\_\_\_\_

Email address: \_\_\_\_\_

Type of Artwork \_\_\_\_\_

Reference 1: Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Phone # \_\_\_\_\_

Reference 2: Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Phone # \_\_\_\_\_

*(Letters of References may also be submitted)*

I \_\_\_\_\_ (name of applicant) release The Fernie Arts Co-op and associated artists from all liability while my artwork is their possession to be juried.

\_\_\_\_\_  
(Applicant's Signature and Date)

\_\_\_\_\_  
(Member on Duty, Name, Signature and Date)

(\$25 Jury fee must be collected when application is received)

Jury Fee Collected? \_\_\_\_\_ Payment Method \_\_\_\_\_ Invoice # \_\_\_\_\_

## **CONSIGNMENT APPLICATION - INFORMATION SHEET**

### **JURYING**

- All new applicants shall have their artwork juried as part of the application process. A director shall contact you as to when you may submit your work to be juried. *(The jury committee juries once a month, usually mid-month.)*
- The jury committee requires five pieces of artwork. The pieces must be complete, priced, and display ready; otherwise, *your application may be postponed.*
- The jury committee shall judge art work according to quality, design, originality, workmanship, professionalism, presentation and the benefit of the work to the Co-op.
- The Fernie Arts Co-op charges a non-refundable fee of \$25 to jury the artwork of new applicants. The fee is due when you submit your application.
- You are required to submit a short autobiography with your artwork.

### **CONSIGNMENT APPROVAL PROCESS**

- The jury committee shall make its recommendation to the Board of Directors.
- The Board of Directors shall make the final decision as to your acceptance as a consignee based on the recommendations of the jury committee, available references and a personal interview.
- The Board of Directors shall notify you in writing as to the outcome of your consignment application.
- If the jury committee does not accept your artwork, you may reapply in 6 months.

### **CONSIGNMENT CONDITIONS**

- You shall receive 4 feet of wall space or equivalent floor space at a rate of \$50 per month. The first month's rent is due when the contract is signed. *(The monthly rental rate shall be subject to change with notice.)*
- The applicant may apply in writing for extra space if available and approved by the Board of Directors. Additional charges will apply.
- The Co-op shall deduct your monthly rent and a 25 % commission from your monthly sales cheque. If you have not generated enough sales in any one month, rent is due at the first of the month for that month. *(The commission rate shall be subject to change with notice.)*
- Upon written acceptance, you shall be required to sign a contract stating that you have read, understand and will abide by the Fernie Arts Co-op Internal Policies and Procedures.
- When you have signed your contract and paid all your fees, a Director shall notify you of the time you may hang your artwork, and input your inventory in the computer.

Thank you for submitting a consignment application. We shall process your application in a timely manner. If you wish to apply for membership, you must fill out the membership application form and be subject to the terms of acceptance of a member according to the Fernie Arts Co-operative Association Act and Internal Policies and Procedures.