



## Littleton Fine Arts Guild

### Information for Membership

The Depot:

- is the property of the City of Littleton. The guild maintains the inside of the gallery and the city maintains the outside of this registered historic site.
- is the best opportunity for artists in town! We are privileged that the city allows us the use of this site.

Membership in the Guild is available to all adult members of the community who are interested in furthering their development as artists, and in promoting the purpose of the Guild. The Guild is organized into two **classifications** of membership: Juried Members, and Honorary Members. We also welcome Patrons. Each of these classifications is defined below.

#### Membership Classifications

##### **Juried Members**

To become a juried member the individual must complete and submit an application form. That person will then interview with 3 Membership committee members. At this time five framed pieces of his/her most recent work will be submitted to be juried. The individual will be notified by a phone call or letter as to acceptance. If accepted the yearly dues of \$45.00 are paid upon joining and then each January.

Juried members must staff the Depot once a month. The member is issued a key to the Depot for which there is a \$25.00 fee. This is refundable upon leaving the Guild. The member may participate in all Depot Shows, maintain Bin work and cards.

**Honorary Members** are appointed at the discretion of the Board of Directors. They will pay no Dues. They are not expected to Staff the Gallery. Honorary Members have all the Rights and Privileges of Juried Members.

**Patrons** are individuals or businesses who are recognized for financial or other significant contributions to the Guild. They need not be Artists or Guild Members. They do not pay dues, hold office, or vote.

### Expectations of Guild Members

Members sit at the Depot desk for one day a month. Two members attend the desk at each time slot. Members have the opportunity to sign up in advance or else the scheduler will assign the member. If a member cannot sit at the appointed time, he/she must arrange with another member to trade. The scheduling coordinator does not perform this task. (A member may 'pay' another member to work without trading: the fee is \$25.)

Members receive regular newsletters and Member Directory updates via e-mail. All members must keep the Depot apprised of e-mail address changes.

All Members are welcome and encouraged to be part of the running of the gallery. There are many committees all seeking help. This is a great way to meet the other artists.

Members pay \$45 in dues per year. Dues are collected in January.

Members agree that the Depot collects 20% commission on member sales.

Members are asked to attend monthly Member meetings (usually the third Saturday of the month at 9:30 a.m.). Announcements/changes in policies are made at these meetings and it is crucial to stay abreast of Depot happenings.

Members are asked to familiarize themselves with the By-Laws and Standing Rules of the Littleton Fine Arts Guild/Depot Art Center and Gallery. Each new member will receive a copy.

Juried Members receive a key to the Depot upon final acceptance. The fee is \$25 and is refundable when leaving the Guild. Members entering the Depot outside regularly scheduled hours (10AM-5PM, Tuesdays thru Saturdays and 11AM-4PM on Sunday) must disarm and re-arm the alarm system. Members must carefully guard this key and pay for any replacement.

If a member decides to leave the guild, he/she must notify the president, membership chairperson, and scheduling coordinator and **give one month's notice**.

Members must have a business card on display at the Depot. An up-to-date resume should be filed in the Artists Resume Book. This book is on display in the gallery for customers.

Since there is no one artist who is at the Depot Art Gallery every day, it is imperative that all members take personal responsibility in keeping the gallery clean and orderly.

### Guidelines for Depot Shows

Members pay \$6 to enter each gallery show. This is due when dropping off work.

All shows, except the The New Member Show, Art For \$100 or Less, and Holiday Express, **are juried**. No wall art may be submitted to the gallery after the jury process. Members must keep artwork in the gallery for the duration of the show.

All artwork is to be professional in appearance: clean glass, non-chipped frames, clean mats, sturdy wire hanging on back, (no sawtooth hangers). The artwork must be very secure in the frame. The artist's name is to appear on the back of the artwork.

All work in the Depot must be original and completely the creation of the artist. Work made in a class in which the teacher instructed the completion of the work in a step-by-step manner is not considered 'original'. Using techniques learned in the class with *new* subject matter is considered original.

The *All Colorado Show*, which is a statewide competition and only those members who entered and were accepted in this show via the All Colorado application may display.

Members may enter every Depot show except:

- the *New Member Show*, which is exclusively for new members of the Guild.

**Any copies of original artwork must be marked clearly "Copy of Original Artwork" or "Giclee of Original Artwork" and can only be sold as Bin Work.**



*Littleton Fine Arts Guild*  
*Membership Application*

Mr.

Mrs.

Ms.

Miss \_\_\_\_\_

(Please Print)

Last Name

First Name

Spouse's first name

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

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone-Home \_\_\_\_\_ Cell- \_\_\_\_\_

E-mail \_\_\_\_\_

Website \_\_\_\_\_

Last 4 Digits of Social Security #, to be given at time of acceptance in Guild. This is for security system at the Depot.

\_\_\_\_\_

**Please submit a short (1 page) resume of your art background: education, workshops, exhibits, awards, teaching and current website.**

**Please indicate the art medium that you wish to exhibit at the Depot.**

Check the committees in which you would like to be a participant. All members work together to make the Guild run smoothly. The committee chairperson will contact you.

- |   |  |
|---|--|
| <input type="checkbox"/> Bin Bonanza                  | <input type="checkbox"/> Membership                  |
| <input type="checkbox"/> Block Party                  | <input type="checkbox"/> Off-site Shows              |
| <input type="checkbox"/> Education/workshops          | <input type="checkbox"/> Paint Out                   |
| <input type="checkbox"/> E-mail                       | <input type="checkbox"/> Printing(Show and Nametags) |
| <input type="checkbox"/> Equipment/room rentals       | <input type="checkbox"/> Programs                    |
| <input type="checkbox"/> Gallery interior maintenance | <input type="checkbox"/> Publicity                   |
| <input type="checkbox"/> Gallery Supplies             | <input type="checkbox"/> Resume book                 |
| <input type="checkbox"/> Garden/Yard maintenance      | <input type="checkbox"/> Scheduling                  |
| <input type="checkbox"/> Hang Shows                   | <input type="checkbox"/> Show Planning               |
| <input type="checkbox"/> Historian/Scrapbook          | <input type="checkbox"/> Show Receptions             |
| <input type="checkbox"/> Inventory book               |  |

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please do ONE of the following:  
Send your application to:**

Julia Grundmeier  
2004 E. Terrace Drive  
Highlands Ranch, CO 80126

or

Iris Turell  
7569 S. Cove Circle  
Centennial, CO 80122

**Email your application to:**  
[birdy45@comcast.net](mailto:birdy45@comcast.net)

**DO NOT RETURN THIS APPLICATION TO THE DEPOT AS DOING SO WILL CAUSE A DELAY IN PROCESSING. THANKS.**

(Below Information is for office use)-----
Date accepted as General Member: _____ Database Updated: _____