

Depot Artspace

POCKET
GALLERY

THE
ART
ROOM

An Exhibitor's Guide

The **Pocket Gallery** is a curated retail space showcasing high quality, original art, craft and design. As the name suggests, our focus is on small objects at affordable prices. In order to maintain a constant turnover of diverse quality work we have identified a number of criteria important to both the Depot and our audience.

In establishing **The Art Room**, a retail salon-style gallery, the Depot wants to capture a sense of vibrancy and to become a destination for visitors keen to discover and engage diverse new work. While eclectic and lively, The Art Room is a curated space that ensures exhibited work is featured to its best advantage.

Any questions, please contact:
Gallery Manager, Amber Lamana
09 963 2331
amber.lamana@depotartspace.co.nz

Conditions and Criteria for Applicants

Conditions

1. Exhibitors **must be members** of the Depot Artspace.
2. A completed application must be submitted, refer to application form.
3. Commission will be charged at a **35% flat rate** (including GST).
4. The Depot has the final say on what works will be exhibited.
5. Exhibitors may submit a maximum of 3 works for the Art Room.
6. Works submitted to the Pocket Gallery are subject to a selection process.
7. Works will be held for 3 months, after which unsold works must be collected.
8. If works sell within 3 months, replacement work can be brought in.

Criteria

1. All works must be original works by the artist.
2. Works to be created to a high standard, using high quality materials.
3. Works must be realistically priced to sell for the benefit of the artist, the Depot, and the purchaser.
4. Wall works must be ready to hang.
5. All works to be made in Aotearoa New Zealand (with some negotiated exceptions).

Exhibitor Application Process

- 1. An application form is submitted, which will include:**
 - An artist's statement.
 - Images of your work.
 - Clear descriptions of works and materials.
- 2. Applications will be reviewed by Depot Artspace staff. If your work is accepted, the Gallery Manager will be in touch to arrange a time for you to bring in your works. You will also be provided with a stock sheet to complete before dropping off your works.**
- 3. If applicable, your work must be clearly labelled, preferably under the basis or at the back of the frame with title, price, medium and your name.**
- 4. Once the works are selected and/or approved, they will be available for display on a rotational basis for 3 months from the date they are received.**
- 5. If works sell within the 3 month period, you may be invited to submit more work.**
- 6. Unsold works must be collected at the end of the 3 month period.**
- 7. Payments for sold works will be made at the completion of the 3 month period, and not before.**

Exhibitor Application Form

Name: _____

Contact Number: _____

Email: _____

Medium: _____

Please circle which space you are applying for:

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1. Please attach a brief artist bio of no more than 100 words that explains your work and practice.
2. Please attach high resolution photographs of your work, with a brief description of their size, materials, etc.
3. Please provide the prices or price range of the individual works, inclusive of the 35% commission. Any artist who regularly volunteers will pay a 25% commission.
4. If you have ever exhibited these works before or been involved in other retail venues, please attach details.

I understand the criteria and conditions under which I can exhibit work in the Art Room or Pocket Gallery.

Exhibitor Name _____

Signed: _____ Date: _____

On behalf of the Depot Artspace: _____

Date: _____

Benefits for Members

The Depot Artspace is a well-respected creative community with galleries that feature a diverse range of exhibitions and attract a wide audience of locals and out of town visitors.

The Depot Artspace has experienced staff who can provide advice on all aspects of your work.

We provide extensive promotional coverage from local and national print media to online media, including our website, Facebook, Twitter, Instagram etc.

The Depot Artspace is open 7 days a week for sale of work. (Excluding some public holidays.)

The Depot Artspace provides the opportunity to expose and sell your work on a regular basis.

You will be part of a dynamic community of exhibiting artists creating a high standard of work.

Members who regularly volunteer or are on our volunteer roster, will pay a 25% commission rather than a 35% flat rate.

As a Depot member you are able to participate in our annual Members exhibition.

All members receive a quarterly LOUD publication by mail, which details all Depot news & events.

As a Depot member you are part of the wider Depot community and learn about our various initiatives in areas such as our recording studio, mentoring programme, creative design and publishing.



Membership Form

Membership means that you support Depot Artspace and its objectives. (Circle one)

Individual \$30 Organisation \$40 Family \$40 International \$35 Student & UB \$10

NAME NEW MEMBER/RENEWAL (CIRCLE ONE)

LAND LINE MOBILE

EMAIL

STREET NO STREET

SUBURB CITY/POSTCODE

SIGNATURE DATE

OFFICE: PAID RECEIPT #

Thank YOU



Opening Hours

Monday **12pm-5pm**

Tuesday-Saturday **10am-5pm**

Sunday & Public Holidays **11am-3pm**

28 Clarence Street, Devonport, Auckland
09 963 2331 **www.depotartspace.co.nz**