



# From the Valley Artisans' Co-op Inc.

## APPLICATION FOR MEMBERSHIP

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

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

Home phone: \_\_\_\_\_ Other phone: \_\_\_\_\_

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

I wish to apply for membership in the "From the Valley ARTISANS' Co-op Inc." I have read the Membership Agreement and I am aware of the obligations of membership. Along with this application, I am submitting \_\_\_\_\_ pieces, as examples of the body of work I wish to sell through the Co-op. I understand that these examples will be reviewed by your members then returned to me intact, as soon as possible at which time I will be notified of my potential membership status. The examples submitted for adjudication are described as follows:

- |          |           |
|----------|-----------|
| 1. _____ | 2. _____  |
| 3. _____ | 4. _____  |
| 5. _____ | 6. _____  |
| 7. _____ | 8. _____  |
| 9. _____ | 10. _____ |

**Please note:** You must submit at least three pieces of work in total, at least two of which must be sale-ready. Sale-ready means pieces that are ready to be placed in the store, including all finishing details and treatments (i.e. packaging, framing, polishing, etc.). You may wish to include additional items to demonstrate the range of expertise of your work. If you are including more than one genre of work, you must include at least one sale-ready piece for each. When jurying, Co-op members need to consider all aspects of an artist's work, not only creativity and skill, but also the final product that will be offered in the Valley Artisans' Co-op. If accepted you will not be required to include these pieces in your inventory.

*If you are unsure about the expectations for sale-readiness, please contact the Co-op for advice.*

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

Received by: \_\_\_\_\_ Requested number of display units: \_\_\_\_\_

Returned to Artist

Artist's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# From the Valley Artisans' Co-op Inc.

## RECEIPT FOR WORK PROVIDED WITH APPLICATION

**\*THIS PAGE IS TO BE SIGNED BY THE VALLEY ARTISANS' CO-OP MEMBER RECEIVING THE APPLICANT'S WORK AND RETURNED TO THE APPLICANT.\***

The Valley Artisan's Co-op has received \_\_\_\_\_ pieces of work from \_\_\_\_\_ as listed below.

- |          |           |
|----------|-----------|
| 1. _____ | 2. _____  |
| 3. _____ | 4. _____  |
| 5. _____ | 6. _____  |
| 7. _____ | 8. _____  |
| 9. _____ | 10. _____ |

**Please note:** You must submit at least three pieces of work in total, at least two of which must be sale-ready. Sale-ready means pieces that are ready to be placed in the store, including all finishing details and treatments (i.e. packaging, framing, polishing, etc.). You may wish to include additional items to demonstrate the range of expertise of your work. If you are including more than one genre of work, you must include at least one sale-ready piece for each. When jurying, Co-op members need to consider all aspects of an artist's work, not only creativity and skill, but also the final product that will be offered in the Valley Artisans' Co-op. If accepted you will not be required to include these pieces in your inventory.

If you are unsure about the expectations for sale-readiness, please contact the Co-op for advice.

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

Received by: \_\_\_\_\_



# From the Valley Artisans' Co-op Inc.

## MEMBERSHIP AGREEMENT

I, \_\_\_\_\_, by signing at the bottom of this document, agree to become a member of the "From the Valley ARTISANS' Co-op Inc." (referred to as the Co-op), and to fulfill my obligations to the Co-op.

My obligations are as follows:

### **I Membership**

I will:

1. Work co-operatively with other members to achieve the goals of the Co-op's Vision Statement (*see appendix C*)
2. Commit to at least twelve months of membership. (*see appendix A*)
3. Give at least six months written notice if I wish to resign from the Co-op.
4. Remove my work and resign when given four weeks written notice, if I fail to fulfil my obligations to the Co-op, without presenting a reason acceptable to the other members.

### **II Work**

I will:

1. Abide by the policies and procedures of the Co-op.
2. Attend meetings of the membership.
3. Serve on the executive and/or other committees as needed. (*see appendix A*)
4. Work in the store for the number of shifts per month required according to the Co-op operating procedures, or provide other services to the Co-op in lieu of work as approved by the members. (*see appendix A*)
5. Co-operate with the members on tasks or commitments as they become necessary for the successful operation of the Co-op.

### **III Financial**

I will:

1. Pay a non-refundable membership fee of \$100, paid once per membership at the time of joining, by a single payment \_\_\_\_\_ or instalments of \_\_\_\_\_ per \_\_\_\_\_.
2. Pay a monthly display fee of \$16.95 (\$15.00 plus 13% HST) per unit of 16 square feet allotted to me. This monthly display fee is subject to change as agreed upon by majority vote.
3. Pay 20% of my monthly sales through the Co-op, back to the Co-op. This percentage is subject to change as agreed to by a majority vote.



# From the Valley Artisans' Co-op Inc.

## IV Body of Work – Inventory

I will:

1. Maintain a reasonable body of excellent quality original work for my allotted gallery display space.  
*(see appendix A)*
2. Be responsible for the quality, condition, and material content of the work I provide that may involve government acts concerned with safety, legality, copyright, etc. *(see appendix A)*
3. Maintain an up-to-date inventory list of my stock numbers and prices at the store.

The body of work that I intend to sell through the Co-op store includes the following as categorized by the term(s) \_\_\_\_\_

and generically described below. *(subject to the approval of the members)*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

I understand that other work I wish to sell at the store must be approved by the Jury Committee or members acting in that capacity before being placed in the store for sale.

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


Number of Display Units Requested: \_\_\_\_\_ Type of Units: wall table/shelf other: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

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

Witness: \_\_\_\_\_ Copy: \_\_\_\_\_ Member \_\_\_\_\_ Co-op \_\_\_\_\_

\_\_\_\_\_ 



# From the Valley Artisans' Co-op Inc.

## MEMBERSHIP AGREEMENT – APPENDIX A

### OBLIGATIONS OF MEMBERSHIP

#### **I Membership**

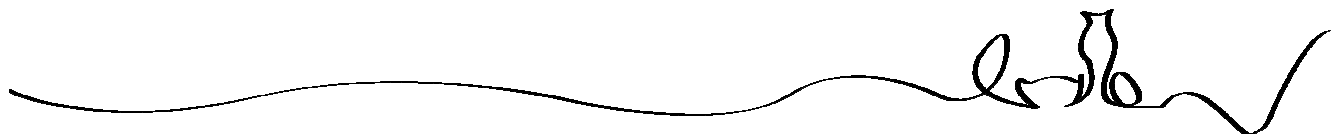
1. Membership obligations include financial, work and inventory commitments.

#### **II Work**

2. Work outside the store may include the following: building display units and fixtures, moving displays to other communities, tending store flower beds, developing promotional literature, picking up or distributing supplies and pamphlets or any other work that contributes to the successful operation of the Co-op.
3. Such activities as described above (*II-2.*) must be approved by the membership before assuming that such activities would be acceptable in exchange for shift duty.

#### **IV Body of Work – Inventory**

1. *a.* Work must be of excellent quality – without technical errors in workmanship. Work must be original in design by the artisan, not made from a kit or merely assembled from pre-manufactured parts. Some manufactured parts such as hardware are acceptable, but the work must demonstrate original artistic design or craft.
1. *b.* A gallery atmosphere will be maintained by allowing individual pieces to be viewed in a complementary setting, without obstructions.
1. *c.* In addition to any associate artist's work, each member must provide a reasonable body of his/her own excellent quality original work.
2. If any work falls under government-regulated categories such as "*The Upholstered and Stuffed Articles Act*" or "*The Hazardous Materials Act*" the member supplying this work will be responsible for meeting these regulations.
3. The member agrees to the regular rotation of display areas within the gallery, as carried out by the Display Committee. A reasonable effort will be made to accommodate special display requirements.





# From the Valley Artisans' Co-op Inc.

## MEMBERSHIP AGREEMENT – APPENDIX B

### RIGHTS & RESPONSIBILITIES OF MEMBERSHIP

#### **Each Member:**

1. carries one equal vote at general meetings.
2. is provided with one or more display units (half units are available) within the Co-op's retail store.
3. is provided with a page on the Co-op website at [www.valleyartisans.com](http://www.valleyartisans.com) and an email address.
4. may carry the work of family members or one other artist (*either or both subject to the approval of the Jury Committee*) within his/her display space subject to the provisions of Appendix A, Section IV (1c). Family members may be offered a webpage and an email address as above (3.), while other consigning artists may be shown on a page of associate artists.
5. in good standing (*see below*) qualifies for his/her share of a patronage return from a financial surplus at the end of the fiscal year, when such a surplus exists.
6. is expected to contribute time and expertise towards the operation of the store.
7. may be elected to serve on the executive or various committees.

#### **Member in Good Standing:**

Unless otherwise approved by the members, a "member in good standing" shall be defined in Co-op policy as a member who:

1. has paid display fees completely up to date
2. maintains a body of work for sale in the store
3. has worked in the store, at the minimum, the required number of shifts during that fiscal year.

April 15, 2003



# From the Valley Artisans' Co-op Inc.

MEMBERSHIP AGREEMENT – APPENDIX C

## VISION STATEMENT

- To support, encourage and inspire local artists/artisans as they develop their skills
- To provide role models for aspiring artists/artisans in our community
- To operate a successful retail co-operative
- To provide artists/artisans with an opportunity to showcase and sell high quality work.
- To educate the public by providing an opportunity to view quality work and learn about the creative process.

