

## Bin Rental Sales

ALL SAWG members are eligible to rent a bin. Bins are rented for 3 show increments only at \$60.00 + 8.1% City Tax for the regular season and \$45.00 + 8.1% City Tax for the summer season.

- About three weeks prior to the next increment, an eBlast will be sent to all SAWG Members giving a date and time that reservations for BIN rentals will begin.
- On the given day, and at the given time, you should email the Bin Project Lead and request a BIN. All email is date and time stamped and BINS will be rented in the order the emails are received.
- A confirmation letter will be sent to the first 14 requests giving them the dollar amount and the address to remit to.
- If all BINS have not been rented 5 days prior to the next 3-show increment an eBlast will be sent out notifying SAWG Membership of the availability.
- Selection is based on a first come, first served and first PAID basis – via email ONLY so that each request will be time and date stamped.
- Contact the BIN Project Manager if you do not have a computer.
- You may not rent more than ONE increment at a time. You cannot rent back to back increments unless all BINS have not been rented. NO EXCEPTIONS! This means that 14 artists may rent space for any one of the above listed 3 show increments. More than 56 artists have an opportunity to rent BINS and show their artwork per year.
- The professional presentation of non-framed artwork not only says a great deal about the artist but about SAWG and the Gallery.
- Each artist may have a maximum of 15 pieces no larger than 24” on any side.
- Each piece must be matted w/hard backing, i.e. foamcore or non-pliable backing. No matboard. Work must be sealed in clear plastic sleeves or shrink-wrap. Work must be labeled on the back with Artist’s Name, Title of work, price, and whether it is an original or a

print. Certificate of Authenticity (COA's) and/or Business Cards are recommended to place inside the sleeve or shrink-wrap.

- The Gallery will provide ARTIST NAME SHEETS w/logo for display on the front of each bin in plastic sleeves. All artist NAME SHEETS will be prepared by the BIN Project Lead. No others will be allowed.
- The Gallery will charge 25% Commission on all Bin Sales.
- Do you have a BIO Sheet? If not please consider preparing one for the BIO Notebooks.

All BIN Rentals are handled on a *first come, first served and first PAID basis*.

All BIN Rentals will only be handled by the BIN Project Lead - Patricia Jordan, email: [pmj1133@ymail.com](mailto:pmj1133@ymail.com) or phone: 520.742.1528.

Docents - If you are asked to take a payment for a BIN Rental – CALL the BIN Project Lead and confirm that a BIN has been reserved.