

McCord Gallery & Cultural Center 2021 Holiday Gift Shoppe EXHIBITOR AGREEMENT



9602 W. Creek Road
Palos Park, IL 60464
708.671.0648
www.mccordgallery.org
office@mccordgallery.org

ABOUT OUR HOLIDAY SHOPPE:

McCord Gallery customers love to see new work. Holiday-themed items sell very well, and we are always looking for items geared towards children or men. Please keep in mind, this is the season when people are looking for gifts. We look forward to your submission and a successful holiday season!

SUBMISSION GUIDELINES:

New artists OR previously participating artists working with new materials:

You must send in at least four (4) digital images of your work. If you have a website you would like us to refer to, please include it under the description. All new works must be approved by the gallery committee. Jury results will be emailed by October 23.

SELECT ONE:

PREVIOUS EXHIBITORS TERMS OF AGREEMENT
Deadline for submission is October 22

I understand as an exhibitor in the 2021 Holiday Gift Shoppe that McCord will retain a 35% commission on all sold works, and submitting this form is an agreement of that contract. I will drop-off and pick-up works on scheduled days as listed on this form.

NEW EXHIBITORS TERMS OF AGREEMENT
Deadline for submission is October 15

I have included at least 4 photos or digital images for review.

I understand as an exhibitor in the 2021 Holiday Gift Shoppe that McCord will retain a 35% commission on all sold works, and submitting this form is an agreement of that contract. I will drop-off and pick-up works on scheduled days as listed on this form.

Medium & Description of Work:

Name

Address

City State Zip

Phone

Email

Signature

Date

RETAIN FOR YOUR RECORDS

ALL ARTISTS:

Submissions must include:

- This completed application form
- At least four (4) images of your work

Email completed materials to:

office@mccordgallery.org

OR Mail completed materials to:

McCord Gallery & Cultural Center
Attn: Holiday Gift Shoppe
9602 W. Creek Road
Palos Park, IL 60464

Artwork Guidelines:

- All work must be labeled before drop-off with artist's initials, inventory number and price. (for example: MH-101 \$35)
- ORIGINAL WORK ONLY! NO KITS.
- For wall-hung work: no saw tooth hangers, only wire backed

Commission & Payment:

McCord Gallery charges a commission of 35% on sales. Price work accordingly. (We do charge sales tax to our customers.) Artists will receive checks within 30 days of the close of the Holiday Gift Shoppe.

IMPORTANT DATES:

DATES OF EXHIBIT:

Friday, November 19 through Wednesday, December 29

LOCATION:

McCord Gallery & Cultural Center
9602 W. Creek Road, Palos Park, IL 60464

JURY DEADLINE: *New artists or previously participating artists working with new materials* - OCTOBER 15

ENTRY DEADLINE: *Previously participating artists* - OCTOBER 22

ARTWORK DROP-OFF:

Friday, November 12, 10:00 - 4:00 p.m.
Saturday, November 13, 11:00 a.m. - 4:00 p.m.

ARTWORK PICK-UP:

Friday, January 7, 10:00 a.m. - 4:00 p.m.
Saturday, January 8, 12:00 - 4:00 p.m.
Or by appointment after January 10

QUESTIONS?

Please contact our office by calling 708.671.0648
or send an email to office@mccordgallery.org