

# Gift Shop

We provide artists a unique retail space to sell one-of-a-kind, handmade items. The Gift Shop is open during normal DCA hours and special DCA events.

## GUIDELINES AND INFORMATION

- The DCA Gift Shop is open year round. During the month of December, the DCA has a winter art exhibit and a special holiday boutique. We welcome you to submit more gift themed items during that time.
- Open to artists and crafters 18 years and older.
- Work must be original and handmade. A few exceptions are prints and greeting cards of your original work. Please check with us if you are unsure and we can decide on individual bases.
- New and innovative items are encouraged.
- An inventory sheet must accompany the work. (The inventory sheet is attached.)
- Each item should be labeled with the artists name and sale price. (Each item will be assigned a DCA inventory number)
- SMALL paintings and similar works will only be accepted into the Gift Shop. We encourage you to submit larger works into our Exhibit Shows.
- Items should be ready for installation in a professional manner. The DCA reserves the right to reject any entry that is unsuitable or does not meet the guidelines.
- If arts/crafts require special display materials they **MUST BE** provided by the artist.
- Artists and crafters do not need to be present to sell work.
- There is no fee to participate.
- We ask that you rotate/replenish your items at least every 3 months.
- The DCA retains thirty percent (30%) commission for current members and forty percent (40%) for non-members on the artwork sold. Michigan sales tax is collected on all sales. Artists will be paid approximately thirty days (30) days after the sale of their gift shop items.

### Our mission

To enrich the quality of life in the Downriver communities by advocating and promoting the arts and providing opportunities for involvement and participation in arts and cultural activities.

### Office Hours

Tuesday-Saturday: 9am-5pm

### Gallery Hours

Wednesday-Saturday: 9am-5pm

dc4arts@downriverarts.org

[www.downriverarts.org](http://www.downriverarts.org)

Stay  
connected!



Artist Name \_\_\_\_\_

Date \_\_\_\_\_

### Downriver Council for the Arts Gift Shop Inventory

Items will be accepted ONLY with the artist name and price on EACH ITEM. Please complete the following (DCA# for our office use).

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please check one:  I am a current DCA member.  I am not a current DCA member.

	Item (description of each piece)	Price	Sold	DCA #	Date in	Date out
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Items must be delivered to the DCA, 81 Chestnut, Wyandotte, MI. If items require special display materials, they MUST BE PROVIDED by the artist.

Artist Name \_\_\_\_\_

Date \_\_\_\_\_

	Item (description of each piece)	Price	Sold	DCA #	Date in	Date out
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						

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