



So, you want to have an art show at Flemington DIY! *That is fantastic.* Here is what you need to know.

Important links to get you started:

- [Overview](#)
- [Art Show Agreement Form](#)
- [Past art shows at DIY](#)

Step 1: Send us a proposal

Proposal should include the following:

- Name:
- Address:
- Cell number:
- Email:
- Website:
- Short bio:
- Social Media:
- Theme of show:
- *Medium:
- Proposed month (shows typically run 1 month):
- Proposed Date of Opening Reception:
- Possible Open Hours for your show throughout the month:
- Donation Amount:
 - The donation range per one month show is \$200-500. You can choose a price in that range that works for you and depending on how many gallery rooms you are using. **If funds are an obstacle, please reach out.**
 - \$50 deposit is required at time of booking art show.** This can go towards your total final donation. Deposit is refundable ONLY 3 or more months ahead of opening, if show is canceled. Paypal/check accepted.

*At this time, installation or 3-D works proposals will be considered on a case by case basis due to the high traffic nature of our community space.

**Flemington DIY reserves the right to decline any proposal. Due to our being an all ages venue, artworks should also be suitable for all ages.



Opening Reception + Hosting Open Hours

- ❖ Artists are invited to host an opening reception event if they desire.
 - We recommend a weekend afternoon/evening for this event.
 - Light refreshments and snacks can be served (no alcohol).
 - Flemington Shoprite often donates platters. Donation request form can be found [here](#).
- ❖ Artists are invited to host “open gallery hours” throughout the month of their show.
 - This is a chance to open the gallery to the public, encourage visitors, etc. Flemington DIY is not open regular business hours; we are only open during scheduled events.
- ❖ These events are coordinated by the artist and not the responsibility of Flemington DIY.
- ❖ Check our [calendar](#) to see available dates. Email us to confirm the dates you would like to host these events.

Step 2: Promoting your show

You need to promote your show so people come to it!

- Create a flyer so we can help promote it. Canva.com is a great place to create flyers if you need help.
- Flemington DIY will build out a website page on our website featuring the show.
- Send a press release to all local papers.
- Create a Facebook event (add DIY as a co-host)
- Create an event on Hunterdon Happening and Tap Into Flemington.
- Submit event to Love Flemington Community Calendar
- Share event on all the socials (collaborative posts are a great idea)
- Hang flyers at your local haunts.
- Personally reach out to people to invite them.
- Reach out to local arts organizations
- Create a 1 page description of the show to include in gallery

Additional Details & Considerations

❖ Our hanging system

- We use the [STATS hanging system](#). Click link to learn more about it. We use this system to maintain our walls. **Your work will need to be wired to hang.**
- We have about 25 wires with hooks that can host up to about 100 works.
- We recommend creating labels for art pieces.

* Insurance for your work is recommended but not mandatory, as Flemington DIY will not be held responsible for any damage to work. Keep in mind this is a community space with many different groups coming in and out for programs/events.

❖ Selling Your Art

- Artists may sell their work if they choose to do so. Flemington DIY does not charge commission.
- All transactions are strictly handled between artist and buyers.
- You may include payment information, such as QR codes or your contact information, within your 1 page description of the show. Explain art buying procedures in this document.
 - Determine if delivery of work will occur at time of purchase or at the conclusion of the show.

❖ Closing your show

- Remove all your work by the time on your contract.
- Any work left after your contract date will be donated to Flemington DIY.
- If any scratches or blemishes have occurred due to your show, please repair the walls with our supplies of patch and paint. A final walkthrough may be conducted with a DIY volunteer.
- Please let us know if you need repair supplies or you came across any other issues when closing your show.

For available wall space and gallery dimensions, [view our full floor plan](#).