

**Plymouth Art Guild**  
**CORDAGE PARK GALLERY POLICY**  
**Effective January 1, 2012**

*The Guild maintains gallery space in the main corridors of the Cordage Park building in North Plymouth, which is open to the public. Three shows of approximately 4 months duration are held each year. This space is made available through the generosity of the owners of Cordage Park. The Guild does not maintain any staff at the Cordage venue; viewers contact the Plymouth Center for the Arts for pricing and purchasing information.*

**General Information**

- You must maintain Guild membership in order to show work at the Cordage venue.
- Registering for Shows - Artwork must be dropped off ONLY during the designated registration hours. If you are unable to get to the Cordage during the registration periods, please make arrangements with a friend or fellow artist to register your work.
- You may submit multiple pieces for each Cordage Show; there is a hanging fee of \$10/piece.
- There is no limit on the number of times artwork may be exhibited at the Cordage venue.
- The Plymouth Guild charges a 30% commission for artwork sold as a result of exhibiting at the Cordage.
- If your work sells during a show, you may replace it with a new piece for the remainder of the show, at no charge.
- Picking Up Artwork - Artwork not picked up or re-registered during the designated hours at the end of a show is moved to a storage area at the Plymouth Center for the Arts. You will need to call the Center during regular business hours and schedule a pickup time; the front desk volunteers are not permitted to retrieve or release artwork. There is a \$5 charge for work held beyond the scheduled pick up date; an additional fee of \$5/month will be charged for storage.
- **Upon submission of art for display at the Cordage venue, artists must sign a waiver indicating that the Plymouth Art Guild and the Cordage management are not responsible for any damage or theft of artwork.**

**Specifications**

- The Cordage venue allows only for 2-D artwork (per Cordage management).
- Artwork must be original (no prints) and for sale.
- Must be fully dry, signed, framed in a professional manner, properly wired (no alligator clips), and ready for hanging. Unframed artwork may be submitted if borders are appropriately finished.

- Since the Cordage space is very large, artwork may be of any size; smaller works should be complementary so they can be grouped together. Cordage management prefers and encourages larger works.
- Matting and framing should be of professional quality and complement the artwork. Old “weathered” frames are not appropriate.
- Wires must be taut; strong enough to hold the piece; securely attached to the frame; and installed 1/3 of the distance from the top of the piece.
- All drawings, original printworks, watercolors, and photos must be under glass or plexiglass. Clamped glass, scarred mats, cracked glass, and damaged frames are not acceptable.