

Adjudication Guidelines and Feedback for Administrator or Volunteer		
ARTIST NAME	Genre of work	
<i>Please remember this feedback is subjective.</i>	YES	NO
Is this person a member? Membership is compulsory.		
Are the items handcrafted or painted?		
Is the work original/unique? No kits molds, commercial patterns or copies of famous works.		
Does the item show quality and experienced workmanship? Well executed, skillfully finished, no flaws such as chips, cracks, rough edges, sharp edges, wobbly or tippy vessels, excessive glues, varnish drips, tarnish, dirt/fingerprints, pencil marks, loose threads etc.		
Is the work in 'new' condition?		
Is the item ready for display/hanging? Properly framed, wired or prepared for hanging or standing?		
Is it local? Must be from the valley. Golden to Kimberley, Cranbrook, Fernie, Sparwood and out to Creston. All small communities in between!		
Is the artist able to continue supplying items should they sell? With small floor items 10-15 are considered a good number for display. For paintings 1 – 3 is the approximate number we can accommodate at any one time unless the artist is a fast seller. Space allotment is variable depending on the size of pieces.		
Does the artist understand and accept that they might be asked to remove work at any time if space is limited and their work is not selling?		
Is the artist able to check on their work and change over when necessary? Unsold items need to be removed after a period of time and or exchanged for new. Artists sign a contract for a period of time when work is first brought in. 3 – 6 months is the longest time paintings should be displayed. Longer for floor items. Painting labels will be dated to show when the work was first displayed.		
Does the artist accept our 30% commission policy?		
Does the artist understand the commission rate might be reduced with regular volunteering?		
How many pieces were used for this adjudication?		
Is the work in our opinion, sellable? If not, suggest entering into members' exhibit.		
Based on the above information, is this work accepted for this gallery?		
If the work is rejected, would the adjudication committee recommend the artist return after a period of time?		
Recommendations to artist: Markets, other venues? Words of encouragement?		
Signed:		Date: