



Thank you for your interest in the Pottery Place Plus and our **visiting artist program**. Established in the Spokane Flour Mill in 1978 and now located in the historic Liberty Building adjacent to Aunties Bookstore. The Pottery Place Plus is one of the longest running artist cooperatives in the west.

Our customers represent a wide range of Spokane's local art and fine craft buyers as well as tourists visiting the city.

Our visiting artist program offers a retail sales opportunity for professional artisans and crafts people. It is a great way to try out the cooperative environment and see if it can work for you. This program was developed to help us fill empty spaces while we are looking for people interested in being permanent members in the co-op. An artist interested in this program may want to try out the shop before making the monetary and time commitment involved in belonging to a co-op. If at any time you decide you would like to apply for permanent membership, please let the new member coordinator know and they can guide you through the process.

1. The rental agreement for visiting artists is on a month-to-month basis. This agreement is at will by both the artist and Pottery Place Plus (PPP). If an artist decides to vacate the space he/she will receive any applicable prorated rent if PPP is given two weeks notice. PPP will give the artist two weeks notice if we need the space for an incoming permanent member and will prorate any rent as necessary.
2. The financial commitment is as follows: Monthly rent for one-half space is \$62.50 or 40% of sales, whichever is greater. \$62.50 is paid up front by the first of the month. If sales exceed \$156.25 then 40% of sales will be calculated at the end of the month and any amount owed in addition to the \$62.50 already paid will be deducted from the artist's PPP sales check.
3. If an artist wants to rent a full space AND the space is available, the monthly rent is \$125.00 or 40% of your sales, whichever is greater. The 40% commission will be applied if sales exceed \$312.50 in a month.
4. All work must show an advanced level of handmade craftsmanship and fabrication. If some items are determined not to meet the standards the artist will be asked to remove them.
5. PPP does not carry insurance to cover loss due to theft or breakage. Every effort is made to protect the shop contents from theft. If something is broken by a customer it is suggested that they either pay the artist or work out some arrangement with the artist. By signing the release the artist understands that the shop is not responsible for loss.
6. In order to cover the shop's return policy the final check to the artist after the artist has left the shop will be mailed no longer than 30 days after the final sale of his or her work.

Visiting Artist Application

Pottery Place Plus

203 N. Washington, Spokane, WA 99201

(509)327-6920 www.potteryplaceplus.com

Date _____

Name _____ Phone Number _____

Address _____

Email _____ Website _____

Write a brief description of your work and how you create it: _____

Please submit:

1. This completed form
2. 5 photos (either digital or prints) with an annotated listing (below) that includes price and size.
3. Your resume or artist statement

Send by e-mail to:

membership@potteryplaceplus.com

Send by US mail to: New Member Coordinator, Pottery Place Plus, 203 N. Washington, 99201

If you have any questions, please call Jeff Harris at 509-979-3971

Item	Description	Size	Price
1			
2			
3			
4			
5			