

## PROSPECTIVE PARTNER MEMBER

Sandstone Gallery  
2913 2<sup>nd</sup> Ave N  
Downtown, Billings, Montana 59102  
406-256-5837  
[SandstoneGalleryMT@gmail.com](mailto:SandstoneGalleryMT@gmail.com)  
[www.SandstoneGalleryMT.com](http://www.SandstoneGalleryMT.com)

### Sandstone Gallery Partner Membership Information

Thank you for your interest in Sandstone Gallery. This information is for professional artists who are interested in becoming an **active** Partner Member of our gallery. Memberships are open to professional artists and fine-crafts persons living and working in the Billings, Montana area. Our gallery is artist-operated and focuses on the quality of artworks, unique inventory, and exquisite presentations.

#### How this gallery works

This gallery is a member/cooperative space. Every partner member artist is involved in the day-to-day operations of the gallery from press, marketing, hanging, painting, replacing bulbs, dusting, cleaning, etc. What makes this gallery look amazingly attractive and most of all, successful, is the hard work, creativity, teamwork, and resilience of **every** member. Active participation by **all partner members** is essential to the daily operations and sustainability of our gallery. Artists are required to work in the gallery and promote theirs and other artists' works accordingly.

#### Applying for Partner Membership:

Our Partner Membership is limited by gallery space. We occasionally have a spot become available. Prior to application, you may wish to check with the gallery to see if there are openings. You may still apply if there are no openings, and you will be placed on a waiting list.

Membership is through a juried process and is done as membership opportunities become available.

To become a Partner Member, you must submit the following:

- Completed application (see below or [click here](#))
- Resume/ bio, artist's statement
- 6-10 images representative of artist's work. These images should be emailed to [sandstonegallerymt@gmail.com](mailto:sandstonegallerymt@gmail.com) in JPEG format. NOTE: If artist is unable to email samples, they may be printed and delivered with the application.
- Non-refundable check payable to Sandstone Gallery in the amount of \$35
- Once accepted, a one-time \$100 membership fee will be due, along with your monthly \$55 membership fee.

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### Benefits for Partner Members

As a Partner Member, you are part of an established gallery of 23+ years located in the downtown area of Billings, Montana. You will have the opportunity to connect with a community of like-minded artists and artisans.

- You get exposure—your Artist Bio and a portfolio of your work is posted on our website with a link to your own website (if available)
- Your work is given equal display space (and longevity) as the work of all Members and is marketed equally by Sandstone
- You don't need a resale license or business license to sell your work
- You don't need to collect and forward sales tax. You submit your work, we sell it, you get paid
- You get the opportunity to participate in ArtWalk, held every other first Friday of every other month.
- You get the opportunity to be a featured artist once every year.
- You benefit from ongoing press releases, newsletters and social posts about the gallery and events and exhibitions hosted at the gallery

### Partner Members will:

- Be juried into the gallery
- Pay a monthly fee of \$55 and have voting rights in the gallery
- Be required to contribute work for the Gallery at approximately 16 hours per month.
- Have a voice in how our business is directed. Your vote counts in decisions regarding changes to the structure of the organization and ideas to improve the quality of the Gallery
- Receive 80% of all sales of their art. 20% goes to gallery fund.
- Benefits for Partner Members
- Approximately 10' w x 8' h of wall space or equitable floor space to display.
- Being featured at one of the six ArtWalks annually.
- This means you will be included specifically in the press releases and other advertising, including social media and our website, for the ArtWalk event you are to be featured in.
- Join a group of talented local artists who all work together to make this a successful gallery.
- Enjoy the benefit of longevity. Sandstone has been in business since 2000
- You will have the opportunity to lead projects on a committee and be a vital part of growing and improving your business
- Receive an annual K1 to file with tax return.

### Responsibilities of each member:

- Work 2 full day shifts (10am – 5pm), or 4 half day shifts per month, signing up prior to the beginning of the month.
- Change out 1/3 of your display with new work every three months.
- Pay 20% commission on the sale of your work (automatically deducted from your check).
- Attend at least 80% of the partnership/board meetings to be included in the decision making to run the gallery.
- Pay your dues on time (1<sup>st</sup> of month) by cash or check. Occasionally, members are asked to pay additional funds for special projects (i.e., new gallery sign).
- Participate as an officer, or on a gallery committee such as maintenance, guest artists, art walk, website, etc. Board officers and committee membership are voted on at the January meeting each year.

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### Sandstone Gallery Partner Membership Application

Name:		
Address:		
City:	State:	Zip:
Email:	Phone:	Website:
FB:	Insta:	Other:
Are you available for work (four 4 hour shifts per month) during normal working hours (Tue-Fri 10-5 and Sat 10-2)?	Yes:	No:
Please provide two references:		
Reference #1 Name:	Address:	Phone:
Reference #2 Name:	Address:	Phone:

Please include the following:

- Resume/ bio, artist's statement
- 6-10 images representative of artist's work. These images should be emailed to [sandstonegallerymt@gmail.com](mailto:sandstonegallerymt@gmail.com) in JPEG format. Include artwork name, media, and price. NOTE: If artist is unable to email samples, they may be printed and delivered with the application.
- Non-refundable check payable to Sandstone Gallery in the amount of \$35 (this will be applied to your membership fee if accepted).
- Once accepted, a one-time \$100 membership fee (minus the \$35 application fee) will be due, along with your monthly \$55 membership fee (total \$120).

The application package can be emailed to [sandstonegallerymt@gmail.com](mailto:sandstonegallerymt@gmail.com) or hand delivered to the gallery in a sealed manila envelope. If you prefer to mail the information, you can send it to:

Sandstone Gallery/Membership Application  
2913 2nd Avenue North  
Billings, Montana 59101

Signature \_\_\_\_\_ Date: \_\_\_\_\_