



## IGMA SHOP THE GUILD

Shop the Guild is a benefit IGMA extends to Artisan and Fellow members. It is designed for Artisan and Fellow members, who do not produce enough product for a full dealer table or are otherwise not represented, to sell their work through the Guild. Our current online Shop makes your product available 24/7 to shoppers around the world.

This IGMA Artisan and Fellow member benefit is a great way to put your pieces in front of collectors online and at the best shows without the cost of doing the shows yourself.

- Each IGMA Artisan or Fellow member may send up to 10 pieces, only one (1) of which may be over 6" x 8" (i.e. a room box), to the Shop the Guild Chairperson to be displayed for sale on the Shop table at shows around the United States and online. The pieces you submit will be on sale for one year. If any pieces remain unsold at that time, they will be returned to you.
- Or you may choose to send photographs of the pieces for sale and ship them directly to the buyer when a sold. This would save you postage and extra handling of the item. Please do not offer those items submitted to the Shop for sale in any other manner.
- Please price your pieces carefully with a minimum price of \$20, and be aware that the Guild will retain 30% of that sale price to cover costs of the website, advertising, and shipping costs for the volunteers who maintain the program.
- When any of your pieces are sold, you will receive a check with a receipt and may then submit additional pieces.

### **PLEASE READ THE FOLLOWING CAREFULLY!**

- You are responsible for all postage/insurance to and from the Shop Chairperson. Please make sure to indicate how you wish the pieces to be returned to you, if necessary, at the end of the year and how you wish to pay for the return postage. If you wish to have any or all pieces returned before the year is up, just email a request to the Shop Chairperson.
- You are responsible for providing boxes for each piece submitted. Business cards are also recommended so that they may be included with purchases and displayed at the Shop table.
- When shipping, pack your pieces very carefully and securely. Neither IGMA nor the Shop can be held responsible for damage in transit.
- Fill out the paperwork below and make a copy for your records,
- Before shipping anything, email the Shop Chairperson to let them know what to expect and when.
- Lastly, by signing the application, you agree with the terms outlined.

**Please complete and sign the application. Return with your pieces to:**

Audrey Tripp

Questions: [atripp29550@gmail.com](mailto:atripp29550@gmail.com) or 843-409-0404

## IGMA SHOP THE GUILD APPLICATION

Name:	Date
Address:	
Phone Number:	
Signature:	
Business Name:	E-Mail

<b>ITEM 1</b>	<b>ITEM 6</b>
Description:	Description:
Approximate size:	Approximate size:
Price:	Price:
<b>ITEM 2</b>	<b>ITEM 7</b>
Description:	Description:
Approximate size:	Approximate size:
Price:	Price:
<b>ITEM 3</b>	<b>ITEM 8</b>
Description:	Description:
Approximate size:	Approximate size:
Price:	Price:
<b>ITEM 4</b>	<b>ITEM 9</b>
Description:	Description:
Approximate size:	Approximate size:
Price:	Price:
<b>ITEM 5</b>	<b>ITEM 10</b>
Description:	Description:
Approximate size:	Approximate size:
Price:	Price: