

PRODUCT SUBMISSION GUIDELINES AND PROCESS

The Museum Stores at the Fine Arts Museums of San Francisco offer a curated mix of original products by innovative designers and regional artisans at a range of media and price points. If you are an artisan or vendor interested in submitting items for possible sale in the Museum Stores, please review the following guidelines, policies and procedures.

Mission, Product Requirements and Selection Criteria

Mission – The Museum Stores of the de Young and Legion of Honor, a department of the Fine Arts Museums of San Francisco, exist to educate and serve a varied audience with a unique mix of quality products, significant publications, and exhibition-related merchandise. In addition to being the leading art history bookstores in the San Francisco Bay Area, the FAMSF Museum Stores strive to be the premier West Coast destination for world art and design products, while providing exceptional customer service to our patrons. All income earned is used to support the collections and exhibitions of the Museums.

Product Requirements – The Museum Stores seek to sell high quality merchandise created and/or designed by artisans both domestically and internationally. Items crafted in California, especially in the Bay Area, are given priority consideration. Items must reflect the mission of the Fine Arts Museums of San Francisco, generally through a relationship to subjects covered by the Museum’s permanent collection or special exhibitions. You can learn more about our current product assortment at our online store shop.famsf.org as well as our collections and any upcoming exhibitions by visiting the museums in person or online at www.famsf.org.

Mediums – We accept craft work in ceramic, glass, wood, jewelry, metal, and textiles. Acceptable forms of non-craft items include books, home décor, fine design objects, kitchenware, fashion accessories, children’s toys and games. **Unfortunately, we cannot offer any original art for sale.**

Product Assortment Needs – Customer demand, current market trends, and our existing product mix are all taken into account when reviewing products for inclusion in our stores.

Sales Potential – Revenue potential and profit margins are thoroughly evaluated as all income earned is used to support the collections and exhibitions of the Museums.

Policies – Works offered by the Museum Stores will relate to the mission, collection and educational programs of the Fine Arts Museums of San Francisco.

How to Submit your Products

In order for us to properly process and review all product submissions, we kindly ask that all follow the guidelines below and meet the minimum requirements outlined above.

Download the “Merchandise for Review” form and scan or mail it back to us along with product links, photos, or a PDF catalogue. **Please do not send samples unless specifically requested as unsolicited samples cannot be returned.**

Next Steps – The appropriate Museum Store buyer will review your submission. Items are very carefully and thoroughly vetted for their quality, price, and appropriateness to our stores as outlined above. The selection process can be quite competitive as we receive large quantities of inquiries and submissions weekly. Unfortunately, due to high volume, we are unable to respond to every submission. **We will contact you if there is any interest. Note that unsolicited phone calls cannot be returned.**

Questions – E-mail the Museum Stores at museumstores@famsf.org. No phone calls, unscheduled appointments, or store walk-ins please.

Thank you for your interest in the de Young and Legion of Honor Museum Stores.