

We want to create a professional, friendly, vibrant, modern on-line gallery that has good quality stock. We want to have a smooth-running operation that helps the customer buy and helps you sell. Part of that “smooth” are the things you need to do as a supplier.

**We will insist on these things from the Artist ...**

<p>First things First</p>	<p>We absolutely LOVE seeing new work. The things that artists create always amaze us. Your first time showing us your work should be via emailed images. We may be able to tell from those if we can sell your work. We may need to then see the work or ask you some questions. Email us the images at <a href="mailto:Macandmorart@gmail.com">Macandmorart@gmail.com</a>. Email capability is a MUST HAVE for you.</p>
<p>Provide work in a finished state and ready to hang.</p>	<p>Then, if we do ask to see your work, check these things BEFORE you we meet or you send it. Work will only be accepted if it is:</p> <ul style="list-style-type: none"> <li>• clean,</li> <li>• dry,</li> <li>• straight (does it lie flat face down on the floor?),</li> <li>• strung* ready to hang with good quality cord (not twine, wool, or fishing gut).</li> </ul> <p>In the case of matted prints or posters or greeting cards: Provide work that is packaged ready for sale– Prints should be in a clear plastic package with rigid backing, Greeting Cards in plastic packaging, poster prints as for prints or in tubes.</p> <p>In the case of framed work – frame it with timber or metal frames as the fixing can pull out of cheaper composite or plastic frames. Cheap frames discount store frames are not good quality.</p> <p>Finish the edges on your painting! We get a few customers now that want to see edges finished appropriately rather than just looking like they have been left without a thought.</p>
<p>The standard information we will want</p>	<p>We will get you to fill out two on-line forms</p> <ul style="list-style-type: none"> <li>• A form that has all the details of each piece of art – one form is needed for each.</li> <li>• A form that is all about you; so we can start a collection page and pay you when the work sells.</li> </ul> <p>*A New Zealand Bank account and an email address that you monitor are <b>musts</b>. We won't pay you any other way but bank transfer and we need to be able to correspond with you. <i>“Not really into email”</i>? Good for you but we can't do business. You will be put on an email distribution list that will be delivered to you via Mailchimp. This is so we can get the same message to all artists at the same time. We expect you will open and read these.</p>
<p>Included on those forms are...</p>	<ul style="list-style-type: none"> <li>• Some images of your work. Photos showing your work in a nice setting is good.</li> <li>• A description/story of the work you would like on the web page or wall of each piece. (eg This scene is a few kilometres from Sue's house and she sees it nearly every day but on one occasion the weather and the light etc etc or “ A stunning vibrant work in oil on linen that shows the raw power of the sea. Framed with a modern white timber frame, this work will look etc.) Don't undersell yourself here. This is convincing the browser why they need this piece of art. Do these descriptions in third person please</li> </ul>
<p>Tell everyone about you</p>	<ul style="list-style-type: none"> <li>• A short bio is part of the second form mentioned above. Aim for about 100 words in third person i.e “Sue is best known for...” rather than “ I am best known for”. It needs to be sharp and punchy with no artspeak. Sell yourself in it.</li> </ul>
<p>Payment</p>	<p>We will pay you by deposit to your bank usually within 14 days of a sale</p>
<p>Fair Play</p>	<p>Don't enter into sale discussions directly with a customer in an effort to cut us out of the process. Or offer the work cheaper direct from you. These are sure ways to end our business relationship.</p>
<p>Commission</p>	<p>35% commission will be taken on each sale. The commission is 35% of the price you specify for your work – the tag price will be what you specify and you will get tag price less the commission.</p>

Layby	From time to time we will do a layby with a customer. Layby terms are 4 payments of 25% at minimum. The money is transferred to the artist within 14 days of the <b>final payment</b> . Works on Layby must be transferred to me for safe keeping until the process is finished.
Stop.	You can remove your work at any time. Simply let us know by email. We know there are a number of reasons why you might want to and we won't get offended at all.
Work in other galleries	We are ok with that EXCEPT if the other galleries are in the same business area as us.
YOU MUST tell us if you sell the work by other means	Selling the work in some other way other than at Macandmor is fine: You can do this but we need to know if you have. You MUST tell us so we can remove the work from the Macandmor website.
You play a part in Marketing	<p>We promote your work and the venue via Facebook and Instagram currently and do some other promotion from time to time.</p> <p>Social Media marketing is a multi-lane highway! We EXPECT <b>YOU</b> to do these things:</p> <ul style="list-style-type: none"> <li>• Like us on Facebook</li> <li>• Comment on our posts (this gets more engagement than just Likes)</li> <li>• Share our posts on your Facebook page</li> <li>• Do your own posts about your work in Macandmor</li> <li>• Write our name correctly – Macandmor. No “e” on the end, no capitals in the middle, one word</li> </ul>
Copyright	YOU need to make sure copyright issues are attended to with your work. This has been an issue where paintings are done from photographs without permission (photos on the internet are NOT public property) or when work is very similar to another artists work. If you think your work may have copyright issues then talk to us and we may be able to confirm or dispel your thoughts.
Sales	<p>We provide EFTPOS, credit card, bank transfer, layby, and cash payment options for customers (Cheques will not be accepted). No fee will be added to your specified sale price for credit card transactions as this is catered for in the commission charged.</p> <p>We handle the sale, packaging, and delivery of your work in a professional manner.</p>