

## **FOUNDRY ARTISTS ASSOCIATION MEMBERSHIP CODE OF CONDUCT**

The Foundry Artists Association is intended to be a cooperative effort with all active participating artists contributing to the greater good of all.

With that in mind, it is the responsibility of each participant to do the following:

1) Perform eight (8) hours of *committee work* before, during and/or after the show. The committee chair is responsible for explanation and organization of committee tasks and verification that the work has been completed.

2) Members will perform twelve (12) hours of *shift work* during the show (in some circumstances the number of hours may increase if an artist is not assigned to a committee). *It is required that the 'Foundry Member' do the shift work. Hired help is not a substitute for the Foundry Member.*

- Sub-Committee Heads will perform six (6) hours of shift work
- Executive Committee members will be waived from any shift work.

The shift supervisor is to inform each assigned person of their respective shift duties and also take note of any assigned person not present or not performing their respective duties. Shift hours are to help run the show at large. Members should not be in their booths during shift obligations.

3) Attend a minimum of two (2) meetings during the year. Quarterly meetings are the first Monday of March (annual meeting), June, September & December and organizational meetings as scheduled.

4) The Foundry Artists' e-mail list is for Foundry Artists' business only. Any personal opinion or discussion is to be e-mailed one to one. Abuse of the Foundry Artists' e-mail will be grounds for removal. All grievances should be brought to the attention of the Membership Chair.

5) Jury decision is final.

6) The Foundry Artists Association is in its essence a communal organization. Please honor that intention by participating when the need arises.

7) Failure to comply with the Foundry Artists Code of Conduct will be grounds for removal.

---

*By signing this Application, and upon acceptance by the Foundry Artists Association, you agree to the following:*

1) Pay a nonrefundable \$15 application fee, 2) Pay booth fee in full, 3) Perform 8 hours of Committee Work, 4) Perform 12 hours of shift work (exempted for no shift booths). 5) Donate item(s) with the value of at least \$50.00 to the Silent Auction, 6) Attend a minimum of 2 Foundry Artists Association Meetings, 7) Abide by the Code of Conduct

All work displayed in the Artist's booth MUST be produced, created or supervised by the artist. Artists are allowed to display work similar to what was juried. Items in violation will be removed from the booth and returned at the end of the show. All inventory and property owned by the artist is the sole responsibility of the artist. Booths must be open, and stocked during all show hours. Early breakdown is not acceptable. **The Foundry Artists Association shall not be held liable for any work lost, stolen or damaged.**

Cancellation Policy-A written letter must be received by August 15, 2012 for a full refund, and by September 15, 2012 for a 50% refund if booth can be filled.

Signature, \_\_\_\_\_ Date \_\_\_\_\_