



Gallery 1581
Boston Graduate School
of Psychoanalysis

Dear artist,

Gallery 1581 is pleased to consider your work for inclusion in the upcoming show. We'd like to cover some housekeeping items before the live jurying process begins.

Security and liability: The building is locked at all times and monitored, and guests ring a buzzer for entry. BGSP staff are in the building during all open hours, but there is no devoted gallery staff except during opening nights, drop-off and pick-up. We are not able to purchase special insurance riders to cover the listed price of specific expensive works exhibited. Since our founding in 2001, none of the artwork has ever been stolen or damaged, including small portable pieces. And we plan to keep it that way.

Managing Artwork: Gallery 1581 and/or BGSP staff will be responsible for hanging the show, handling sales, reimbursing artists for works sold, and returning unsold works to the artists. Please pick up your work at the pre-arranged times, as we have very little storage space. Special arrangements may be made as necessary by agreement with the director at drmarawagner@gmail.com.

Finances: The gallery receives 30% of the price of works sold. This commission covers the expenses of equipping the gallery and publicizing the shows. BGSP is a 501(c)(3) non-profit organization. Donations are welcome and are tax-deductible. Your signature here lets us know that you understand these terms.

Name: _____

Date: _____