

# Maine Crafts Association Jury Process Information

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The Maine Crafts Association retail gallery jury process is open to all craftspeople, including MCA members and non-members, who live and work, at least seasonally, in Maine. All qualifying work must be well conceived and expertly executed in Maine. It also must be made by hand or with the use of appropriate equipment and tools. The MCA conducts juries for two separate media categories:

**Fine Craft** Held at the Center for Maine Craft & Maine Craft Portland six times per year, craft juries require the artist to be present.

**Complementary Products** “Non-craft” items are evaluated on a rolling basis, and do not require the vendor to be present.

All jury applicants are required to pay a jury fee *except* MCA Professional, Guild, and Emerging level members.

## JURY FEES

Non-Members	\$15
MCA Basic Members	\$10
Individuals within MCA Institutional memberships	\$10

**CRAFT JURY** MCA retail galleries represent a broad spectrum of media, technique, and creative design. The following categories of contemporary fine craft are juried:

Ceramics	Fiber	Furniture	Glass
Jewelry	Metal	Mixed Media	Wood

To view the jury schedule and reserve an appointment, visit [www.mainecrafts.org](http://www.mainecrafts.org), Scroll down to view full list of programs. Under **MCA Retail Galleries** category, select **For Artists: Jury Info + Forms**. Follow the prompts to complete your registration. Please note that jury days alternate between retail gallery locations.

**COMPLEMENTARY JURY** Reviewed on a rolling basis at the Center for Maine Craft + Maine Craft Portland

Books	Cards	Calendars	CDs
Candles	Food Products	Prints	Photography
T-shirts	Pet Products	Personal Care	DVDs

To have your complementary product considered, please submit samples of your product, **Complementary Jury Form** and the \$15 jury fee to the Center for Maine Craft or Maine Craft Portland. If/when your product is accepted and ordered you will be required to maintain a Retail level membership. Prints and Photography require a Professional level membership. You may mail your submissions to either gallery for consideration:

**Center for Maine Craft** P.O. Box 342 Gardiner, ME 04345 | 207.588.0021  
**Maine Craft Portland** 521 Congress St. Portland, ME 04101 | 207.808.8184

**Categories not accepted:** Dried flower arrangements; pressed flowers; seed and pod decorations; cut bottles and embellished objects such as non-artisan made painted boxes, glasses, stones, shells, and buttons. Original works of art such as paintings. Beaded jewelry assembled of only purchased components (jewelry made with artist-made beads or findings is acceptable). Objects made from commercial kits or commercially available plans are also not acceptable.

## What happens on Jury day?

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The purpose of the jury is to identify new high quality craftwork in different mediums and at different price points. If your work is approved, you will be added to a database that has the *potential* to be selected by gallery managers to be sold at the Center for Maine Craft and/or Maine Craft Portland. Work representing a different medium presented by the same artist needs to go through its own jury process. For example, if an artist has ceramic work approved for sale but wants to also sell new glass work, the artist would need to re-jury for glass.

**Jury Day Checklist:** Please bring the following to your appointment:

- Self Assessment Tool - with completed worksheet**
- Product - a cohesive and well-rounded representation of your work (5-10 items)**
- Jury Submission Form - filled out and ready to leave with jurors**
- Images - one to two sheets of images ready to leave with jurors**

1. **Jury Location** Please note when registering for your appointment that our jury locations alternate between our Portland and Gardiner retail galleries:

**Center for Maine Craft - 288 Lewiston Rd. West Gardiner, ME 04345 | (207)588-0021**

**Maine Craft Portland - 521 Congress St. Portland, ME 04101 | (207)808-8184**

2. Jury members will consist of two of the following: Center for Maine Craft Manager, Maine Craft Portland Manager, an MCA board and/or staff member, a professional consultant, or an MCA artist-member. Jurors will review work and approve it for possible future orders according to gallery needs for seasonal sales, price levels, and media/type of work. Your jury submission will be considered first for the gallery in which you prefer to be represented, however, the MCA Retail Gallery Managers reserve the right to rotate or transfer work from a retail gallery at their discretion; this decision is based on sales income and space limitations within each store. A 70% difference in inventory must be maintained between the MCA Retail Galleries, meaning you will likely only be represented in one store if you are accepted.

3. **Craft work will be juried based on:**

- originality
- execution of design
- technique and craftsmanship
- price point
- creative use of materials
- aesthetic qualities

4. You have been assigned to one **15 min time slot** on the day of the jury. Please arrive on time and check in at the front desk. It is important to note that the 15 min appointment includes the set up and take down time. When your name is called, set up your work, paperwork, and images in the jury room as quickly as possible. Staff will then ask you to leave the room. **If you are late you will potentially have to wait until there is available space at the end of the three-hour jury session.**

5. The jury will privately deliberate and assess the work.

6. You will then be called back into a **brief interview** with jurors to ask and answer any questions or explain aspects of your work. The Jury will also discuss packaging, pricing, and marketability of work with artists if appropriate.

7. After the interview, you will **quickly pack up your work and are free to leave.**

8. You will be notified via email from retail gallery management by the end of the month that your work has been entered into one of three groups:

- a) **Approved (POOL):** All approved craft work will be put into a database available to MCA retail gallery managers to order as needed. Orders are not guaranteed within any set time frame. Orders from this Pool depend upon demand, seasonality, similarity to current products at the galleries, price points, vendor rotation and other factors related to retail commerce. MCA gallery managers will be **ordering new products each season** from the approved Pool. It is recommended that you stay in communication with MCA staff if your work changes or new product is being produced.
- b) **Approved (YES):** Work will be ordered within the next ordering cycle which could take up to 8 months from time of approval. Once your craftwork is ordered for gallery placement and you are not already a current member, you will need to become an MCA member at the Professional or first time Emerging level membership. Craftwork ordered for the MCA retail galleries will be on a **Consignment** basis unless otherwise determined by management. Vendor will be required to read & sign our **MCA Consignment Agreement** document upon first delivery.
- c) **Not Approved (NO)** work that is not considered to be an appropriate fit for MCA retail gallery inventory.

#### MCA Retail Gallery Applicant/Vendor Obligations

- Applicants must be current seasonal (6 month minimum) or year-round residents of Maine.
- Applicants must be professional, capable of producing work of consistent quality, and responsible for fulfilling orders obtained from Center for Maine Craft and/or Maine Craft Portland.
- All work represented in the MCA retail galleries must be original and created by the artist or under the artist's direct supervision. Applicants must submit only their own work, not that made by others. All work must be original and handmade in Maine or with the use of appropriate equipment and tools. Seconds and work of inferior quality are not permitted.
- Applicants must agree to abide by the general terms and conditions of Center for Maine Craft and Maine Craft Portland as stated in this document.



The Maine Crafts Association believes strongly in the benefits offered to its members. The MCA galleries are retail outlets for craft, but in addition to offering a sales venue through our galleries, MCA also offers educational, marketing, networking, and support services to craft artists. We strongly urge all MCA members to take advantage of these important benefits. For more information about membership levels and benefits, visit [www.mainecrafts.org](http://www.mainecrafts.org).

## Self-Assessment Tool: Am I ready to sell in MCA Retail Galleries?

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Please use this self-assessment tool to determine if you, your business and your product are a good match for the MCA retail galleries. Checking off all boxes is not required, but if you check less than half, you may require additional training or support before we can carry your product.

- My product is made in Maine and I live in Maine (6 month minimum)
- My product is made (or composed of components I have made) using craft/art methods
- I have personally visited the MCA retail galleries and believe my product(s) fit the price point, quality, and standards represented
- I have sold my product to customers beyond my friends and family
- I have done pricing research and know how to price my work
- I have an email
- I have a website
- My products are available to purchase online
- I consign my product(s) with other retailers
- I wholesale my product with other retailers
- The cost of one of my product(s) is the same anywhere a customer buys it (i.e. my studio, a gallery, a craft show, the farmer's market, online). With the exception of seconds or a special sale or promotion.
- The gross sales from my product exceeded \$1000 last year
- I have a bank account associated with my business name
- I have high quality, professional images of my product(s)
- I have marketing materials such as: business cards, brochures, catalogues, postcards
- My products have a warranty, guarantee or statement of quality