



Attention All Members: New Gallery Procedures

STEP 1: Beginning August 25, 2026, any new Gallery members who would like to **display** artwork, any current Gallery members who want to **swap out** artwork that is on display or anyone who needs to **remove** or **add** a piece to the Gallery inventory for any reason, should email AGOP Curator, Gail Pepe, at Curatoragop@gmail.com with the following information:

- Artist's name:
- Submission, Removal or Swap:
- Title of Artwork (this is important):
- Type of Artwork:
- Medium:
- Price:
- Exterior dimensions of the finished artwork (including frame if applicable) expressed in inches as follows: Height x Width x Depth
- Attach **2 Photos** of the ready-to-hang artwork – 1 front and 1 back **(NEW STEP)**

STEP 2: You will receive a confirmation email that your artwork has been accepted and may now be delivered to the Gallery. A submission would be denied if not abiding by Guidelines (such as gallery wrap, framing or d-rings) and may not be delivered to the Gallery.

The email from the Gallery Curator must be presented to the Gallery volunteers when the artist brings or removes an item from inventory. **(NEW STEP please note!)**

We always want to accommodate everyone as quickly as possible and keep an accurate inventory of all artwork in the Gallery. Thank you in advance for your cooperation!