

ONLINE STORE Inventory Sheet

PRINT CLEARLY



redlands
ART ASSOCIATION

215 E. State St., Redlands, Ca 92373
1-909-792-8435

ARTIST'S NAME _____

EXHIBIT DATES _____

Online Store: redlands-art-association.square.site/s/shop

Any item you put in the store has to be immediately available for 3 months.

You may put in 3 items and an additional 2 items for replacement.

When notified of a sale, you must bring the replacement(s) to the gallery within 48 hours.

Send this form with your images to square@redlandsartassociation.org. Put **Square RAA Entry** in the subject line.

Checklist:

1. Use the "square" photo mode on your camera, using high resolution.
2. Take photos with white under and around the art piece.
3. Don't have anything else in the photo. If it's a painting, include the frame.
4. Shoot your photo straight on to the art piece—no skewed sides. No shadows.
5. No glare on glass-covered paintings.
6. Crop the image so it fills the space as much as possible.
7. Label the image with your name and image #

Photo/ Image	TITLE / DESCRIPTION	Item Size	Medium (oil, w/c, ceramic, jewelry, etc.) Check Box if Reproduction	Price \$	Date sold or removed
1.	TITLE		<input type="checkbox"/>		
	DESCRIPTION				
2.	TITLE		<input type="checkbox"/>		
	DESCRIPTION				
3.	TITLE		<input type="checkbox"/>		
	DESCRIPTION				

REPLACEMENT PIECES WHEN ONE ABOVE SELLS

Photo/ Image	TITLE / DESCRIPTION	Item Size	Medium (oil, w/c, ceramic, jewelry, etc.) Check Box if Reproduction	Price \$	Date sold or removed
4.	TITLE		<input type="checkbox"/>		
	DESCRIPTION				
5.	TITLE		<input type="checkbox"/>		
	DESCRIPTION				

ARTIST SIGNATURE X _____ DATE _____

ADDRESS _____

CITY _____ PHONE (AREA CODE) _____

EMAIL _____