



Hello Woodland Artists:

Woodland Indian Art, Inc. (WIA) is very pleased that you have an interest in partnering with WIA to display your artwork onsite at the Oneida Hotel and also in our online store. Woodland Indian Art, Inc. has as part of its mission, to expand the awareness and appreciation of Woodland Art and Culture. One way that is accomplished is by promoting artist sales' through an onsite venue and an online store that processes customer purchases from across the country.

Requirements To Exhibit Items For Sale

The Native Artists' Market accepts artwork from all native artists who are enrolled and can provide membership information or as a descendant as specified in the Native American Arts and Crafts Act of 1990 (P.L. 101-644). Although artists from any tribe may apply, all artwork must represent Woodland art and culture.

Jury Fee

For all new artists who have not previously been juried into a Woodland Indian Art Show and Market event, or is not currently a member of the Guild, there is a one-time \$25 Jury Fee in order to review the artwork and artist credentials. Once approved, the artist is eligible for future submissions without cost. Payments are accepted online by going to our website:

<https://www.woodlandindianart.com/fees>

Lobby Display Case Details

Woodland Indian Art has promoted and offers onsite sales by displaying artwork in locked, glass cases in the Oneida Hotel lobby. The lobby is a high traffic area due to conferences and meetings. Customers are not able to handle the artwork, but it is on display and available for purchase by calling the WIA staff. The same artwork is available online, and can be sent to the customer after their order and payment is complete.

Artwork Submissions

Woodland Indian Art, Inc will accept applications until the display case is full. If space is not available, we can hold an artist's work until space opens or we can call the artist to let them know space has become available.

Commission for WIA, Inc.

Artists are paid the full price they list for their art work. Artists must identify the retail price of each piece they submit with their Application and Letter of Agreement, in addition to other information requested.

Woodland Indian Art reserves the right to add 20% to 40% (it is usually 20%) to the price the artist requests to cover handling, promotions and marketing. This amount is in addition to the price requested by the artist, allowing the artist to receive the full retail value they request for their artwork. The amount the artist receives is never below their asking price.

Minimum Timeline of Artwork to be displayed

There is a 30 Day minimum for all art pieces to be displayed. Cabinets need to be reconfigured after artwork is sold, so 30 days is required to address the work involved in rearranging artwork on an ongoing basis.

Shipping Costs

WIA, Inc. does not cover or reimburse for shipping artwork to our location or for returning items to the artist. All shipping to and from WIA is at the artist's expense. Shipping costs can be avoided by delivering your artwork to the Woodland Indian Art staff at the Oneida Hotel and picking up artwork by making arrangements with our staff. Please call the office to make these arrangements.

WIA, Inc. does include the cost of shipping when sending out purchases. The shipping amount is determined when the order is placed and is billed to the customer.

Receiving and Returning Art to the Artist

For artists who live in the area or will drive to Green Bay, artwork may be left with the WIA Board Administrator by making arrangements to meet, complete paperwork, and accept the artwork. Please call the WIA Office at 920-355-2244 to schedule an appointment.

If mailing artwork that has been approved, please notify WIA by email or phone that you are mailing art work to us so we can watch for the shipment. Items approved for acceptance can be shipped to **Woodland Indian Art, Inc., PO Box 116, Oneida, WI 54155**. Please be aware that extra insurance may be necessary to cover loss or damage by the postal service. Do not mail artwork to the Oneida Hotel or leave it at the front desk. We are not responsible for loss or damage to any artwork not delivered directly to WIA staff.

If you have any questions related to these guidelines, please feel free to email or call the Woodland Indian Art Office.

(920) 355-2244 or (559) 367-9588

[Info@woodlandindianart.com](mailto:info@woodlandindianart.com)

Thank you,
WIA, Inc. Board and Staff



**WIA, Inc., Native Artists' Market
Application and Letter of Agreement**

Woodland Indian Art, Inc is accepting applications from enrolled, tribal artists to feature artwork for sale in the Native Artists' Market space at the Oneida Hotel and in the WIA online shop.

Applications are accepted on an on-going basis and displayed after review and approval by the Executive Team of WIA.

Please complete the following:

Last Name _____ First Name _____ Middle Initial _____

Nation/Tribe: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email Address: _____

Art Mediums: _____

Representations and Guarantees:

1. Artist represents to WIA, Inc. that the artist is the sole legal owner of the art.
2. The person signing this agreement on behalf of each party certifies that they have full competency, power and authority to bind such entity to this agreement.
3. Artist will provide a tribal enrollment card and signed W-9 tax form on a separate attachment. The artist will also provide a brief description of artwork/s, brief bio of the artist that can be used for future marketing, along with the price of each art piece, and pictures of the art and artist. When uploading photos, please provide photographic credit as needed.
4. WIA, Inc. agrees to take reasonable precautions to protect the art from theft, fire and damage.
5. WIA, Inc. agrees to inform the artist immediately of any damage that occurs to the art while in the possession of WIA, Inc.

6. WIA, Inc. will insure the art for the specified wholesale value upon the artist's accurate representation that the art has a fair market value of 135% of wholesale value.
7. WIA, Inc. is capped at a \$25,000 value for the total of the artist submissions.
8. The artist will consider WIA, Inc, as the exclusive seller of each piece accepted, however artist may permanently retrieve their artwork if not sold within the 30-day art display requirement. WIA, Inc., will have the right to place another artist's art pieces in the space, if removed.
9. The intent of WIA, Inc. is to promote artists and create a platform from which the artist can market and potentially sell their work. There is however, no guarantee of sales.
10. WIA, Inc. may promote art pieces for sale on their webpage: www.woodlandindianart.com and on Facebook, other social media sites as well as through the Oneida Casino Hotel sites.
11. WIA, Inc. may add charges for handling, mailing and commission, and taxes to the price established by the artist.
12. Correspondence should be directed to the Board Administrator, Sherry King via email: info@woodlandindianart.com

I verify that I have read and agree to the terms outlined in this Letter of Agreement.
 I certify that I am the owner of the art pieces submitted and described in the attachments to this application and agreement.

Artist Signature: _____ Date: _____

WIA Signature: _____ Date: _____

Printed Name of WIA Executive: _____

Please attach the following documents:

1. Copy of Tribal Identification – front and back
2. Photo of Artist
3. Brief Artist Biography
4. For each art piece:
 - Photo
 - Name of art piece if applicable
 - Mediums used and brief description (30 words or less)
 - Retail (artist's) price