



Humboldt & District Museum & Gallery

Giftshop Application for Consignors

humboldtmuseum.ca // 306-682-5226 // info@humboldtmuseum.ca



Thank you for your interest in selling your work at the Humboldt & District Museum & Gallery! Please review the Consignor Guidelines. If these parameters are amenable to you, follow the Application Instructions.

Consignor Guidelines:

1. Preference will be given to consignment items with geographical or thematic connection to the Humboldt region or to Consignors who live in the region. Secondly, items with a geographical or thematic connection to the Province of Saskatchewan may also be considered.
2. All consignment merchandise must be wholly or primarily made, created, or constructed by the Consignor.
3. The Consignor must own the copyright, if applicable.
4. Items must have a shelf life of a minimum of one year from the on-sale date.
5. If accepted, the HDMG will decide if your products are more suitable for the Museum *or* the Gallery.
6. The consignment rate is 30% for HDMG; 70% for the consignor.
7. Retail prices are to be set by the Consignor.
8. All potential consignment material will be assessed to determine if they are suitable for the Museum or Gallery gift shop at this time. Decisions to accept or decline gift shop items will be made at the discretion of the HDMG.
9. The number of items that will be consigned to the Museum/Gallery will be at the HDMG's discretion, based on the size/shape of the items.*
10. New consignment items are generally accepted into our gift shops for one year, after which the agreement can be reviewed.
11. The HDMG will collect/remit GST as required (notify us if you have a GST number).
12. Consignment remittances are paid twice annually, in June and in December.

*Please keep in mind our gift shop space is limited. Our preferences for size of work are 8" x 10" for 2D artwork and 10" x 10" x 10" for 3D artwork or smaller. Our preference for quantities of any given item is 3 or fewer.

Consignor Application Instructions:

The HDMG Gift Shop Application for Consignors is a digital form on Airtable, found at this link: <https://humboldtmuseum.ca/consignment-application-form/>. Through Airtable, you can submit .jpeg photos of the items you wish to sell, along with the required descriptions of those items.

If you are unable to access the form online, or have any questions about the application process, please contact the Museum or Gallery by calling 306-682-5226 or emailing info@humboldtmuseum.ca.

Thank you for your interest in selling your work at the Humboldt & District Museum & Gallery. We look forward to reviewing your application!