

# ***Selling jewelry at the Las Vegas Artists' Guild Gallery:***

1- Give each piece a unique inventory number and print it on the price tag, along with the price.

## **2 - Fill out an inventory sheet:**

. List each item separately. The inventory number will be each piece's unique identifier.

3 - Choose your display space from those available.

. You'll be given empty shelf space. Plan to use your own display materials. The LVAG has some materials to loan, but not enough for all. Jewelry space is rented on a monthly basis (same as the hanging artwork), either ½ or 1 full shelf.

4 – Jewelry will be given to customers in organza bags. While The Guild has purchased some, donations of organza bags will be graciously accepted.

5 – Once you set up your space for the month, **you may replace items that sell** during the month and include them on the current inventory sheet, but **you may not add or change out any pieces**. Changes can only be made at the beginning of the next cycle.

6 – Please let the LVAG know if you plan to renew or add to your space on or before the scheduled change -out date so that we know what spaces are available to others for the following month.



Las Vegas Artists' Guild • 702-831-3765  
1300 W Sunset Rd., Ste. 2109  
Henderson, NV 89014  
[www.lvartistsguild.org](http://www.lvartistsguild.org)