



[WWW.PRISONARTE.COM](http://WWW.PRISONARTE.COM) APPLICATION

PO BOX 1773, AVONDALE AZ 85323

**Prisonarte.com Policies: PA004**

Some prisons frown on inmates selling their artwork outside the facility. Please check with your facility, hobby shop or case manager to make sure your correctional facility allows you to sell and earn money.

Prisonarte.com keeps 20% of the selling price. Tax and shipping fees are not included in calculating our fee, taxes and shipping fees. The 20% allows us to pay for added marketing, taxes, cost to maintain site, supplies like added shipping requirements, packaging, storage and to pay the fees to PayPal for CC transaction fees. Here is an example: Painting A: Example

Your asking price is = "Sale Price"	\$50.00																
Cart charges customer Tax: <i>used to pay state taxes</i>	\$3.15																
Cart charges Shipping & Handling <i>paid to shipping company (USPS U.S. Postal Service) example only</i>	\$19.00																
Cart total on website is:	\$72.15																
We pay "PayPal" 2.9% + \$0.30 per transaction <b>(72.15 X .029 = \$2.09 + \$0.30 = \$2.39)</b>	\$2.39 – This goes to PayPal (credit card processing company)																
Prisonarte.com commission: 20% of sale price $\$50.00 \times .20 = \$10.00$	\$10.00																
Your earnings <b>(\$22.15 of the total \$72.15 is used to cover PayPal, Taxes &amp; Shipping)</b>	\$40.00																
JPay Fees: If money sent direct to incarcerated artist	You receive = \$40- \$6.70 to JPay = \$33.30																
<table border="1" style="width: 100%;"> <tr> <td>\$ 0.00</td> <td>- 20.00</td> <td>Fee is</td> <td>\$3.70</td> </tr> <tr> <td>\$ 20.01</td> <td>- 100.00</td> <td>Fee is</td> <td>\$6.70</td> </tr> <tr> <td>\$ 100.01</td> <td>- 200.00</td> <td>Fee is</td> <td>\$8.70</td> </tr> <tr> <td>\$ 200.01</td> <td>- 300.00</td> <td>Fee is</td> <td>\$10.70</td> </tr> </table>	\$ 0.00	- 20.00	Fee is	\$3.70	\$ 20.01	- 100.00	Fee is	\$6.70	\$ 100.01	- 200.00	Fee is	\$8.70	\$ 200.01	- 300.00	Fee is	\$10.70	We will try to sell your item for the best price. To increase your earnings, keep in mind the quality of the piece is what helps us sell it for a higher price.
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**Selection Process:** Write legible. Chicken scratches or fancy writing that isn't easy to understand will get you quickly denied. Galleries are choosing artwork that tell a story about prison life. The typical prison art isn't what people want anymore. We do not save your artwork on disks or CD's. We take pictures & upload to our website. Once its sold we delete files. Once sold you get a confirmation of what sold and what you earned when we send you your money.

- An artist can ask us to post the artwork for 6 months and then if it does not sell, return to a friend or family member. If they choose this option, we just ask that we get that in writing.
- If artist sells out on his collection, he is dropped from site after 30 days due to inactivity (nothing to sell) to make room for other artists. Once dropped they would need reapply and we cannot guarantee available spots.
- We do not make guarantees that the artwork will sell. Our goal to help provide a venue.
- We do not use our site for pen pal activity/communication



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- Artwork MUST be shipped to SG Sales at your expense to be added to the website (item must be inspected to verify quality, size, material). No C.O.D. shipping. We store and take responsibility to keep it safe.
- Prisonarte.com / SG Sales manages shipping to customers and is held responsible for accurate shipping.
- Artists that send in artwork before following procedures will be automatically rejected.
- If artwork is received without pre-approval, Prisonarte.com maintains the right to hold artwork for 45 days until artist sends instructions for return shipping (Postage prepaid)
- Failure to arrange return shipping, after 45 days, Prisonarte reserves the right to sell artwork as a clearance item with no artist name disclosed to move out inventory and proceeds of sale get distributed with other artists.
- We recommend that artists stay program compliant within their facility. You get in trouble and loose privileges or access to supplies, access to communication, you are at risk at getting dropped from our program. Have a friend or family member inform us of what is going on.
- No GANG related artwork (Chicano art is appropriate) please no reference to Gang affiliations
- No Sexually explicit artwork: We share our site to families; tasteful art will be considered I just don't want to be embarrassed to share it!
- Recently we added a "Dark Art" category. If you plan on submitting this type of work, keep it clean artistic
- Price it – Tell me what your drop-dead price is. \$\$ note I might adjust accordingly during sales events
- Sign it! Even if you want to be anonymous on our website, sign your work (this isn't shown up close on the website)
- Follow the labeling and inventory sheet requirements!! This is a must. See Section PA003
- Artwork is not purchased from the artists. This is a consignment basis program. At any time, an artist can choose to have it returned or shipped to a friend or family. Shipping cost is covered by artist.



**PA003 – Inventory Labeling**

Check List:

1. Review (PA004) How Prisonarte works & Rules & (PA003) Inventory labeling
2. If you are approved, you will receive a letter of approval with your Inventory Part number for your first piece. We strongly suggest you only send a max of 2 pieces to start.
3. Part numbers are issued to the artist and should be managed in numerical order. Example: If I assign you part number PA-C100... your first item is PA-C100 and your second item is PA-C101 and so on. Please note we only reserve 10 inventory spots per artists at a time. Unauthorized use of a part number will get your item rejected.

Please note: Failure to include an inventory sheet with artwork will delay getting your item posted on our site. This sheet must be sent in with artwork but in a separate sheet. Each item must have its own

**Inventory form.**

- 1) Part Number Sequence: (Assigned by Prisonarte): \_\_\_\_\_
- 2) Title of artwork/Name it \_\_\_\_\_
- 3) Describe what is it, is there a story with it? \_\_\_\_\_
- 4) What medium is used? (pencils, colored pencils, pastels, pen & ink, oils, etc.) \_\_\_\_\_
- 5) What kind of paper? (plain paper, cardstock, tracing paper, etc.) \_\_\_\_\_
- 6) Date created \_\_\_\_\_
- 7) Height and width (without matting) \_\_\_\_\_
- 8) If it's matted, height & width with matting \_\_\_\_\_
- 9) If framed, what type of frame. (Non-framed is easier to ship) \_\_\_\_\_
- 10) What is your drop-dead price? \_\_\_\_\_
- 11) What special care does it require by the customer (please include what you recommend cleaning or properly display)
- 12) MARK OUTSIDE ENVELOPES – “DO NOT BEND FOR SHIPPING”

CHECK LIST FOR **ITEM LABEL**: Each piece should have a label attached to the Artwork: Unless it is too small to add a label, failure to label your artwork will get your item disqualified to post on the site.

Name of artwork \_\_\_\_\_

Date created \_\_\_\_\_

Artist's signature \_\_\_\_\_

PrisonArte Part Number \_\_\_\_\_

REMEMBER IF YOU SEND IN ARTWORK BEFORE GETTING APPROVED, YOU WILL NOT HAVE YOUR PART NUMBER ASSIGNED AND YOUR ARTWORK WILL BE REFUSED AND POSSIBLY CONFISCATED BY DOC FACILITIES