



**Fiber Arts Center of the Eastern Shore (FACES)  
Etsy Artist Agreement 2018**

To sell in the FACES Etsy Shop, an artist must have read and agree to comply with the following requirements.

- I understand that I must be a current FACES directory member and must maintain my membership (pay the annual fee at the Artist, Group or Business level) in order to keep my listings active on the FACES Etsy Shop.
- I agree to only submit items handmade or created by me, or grown/produced through my own efforts. All items submitted must contain fiber of some kind, or be of use in fiber arts. Items that may be sold include but are not limited to:
  - Quilts and blankets
  - New garments (sizing must be included) such as sweaters, shawls and scarves
  - Toys
  - Household items
  - Yarns, wool, or other materials for spinning
  - Knitting, sewing, or weaving supplies
  - Original patterns
  - Works of art
  - Jewelry
  - Vintage items that have been transformed through new work or materials
  - Commissions or pieces that can be customized or personalized
- I understand that the following items may not be sold:
  - Manufactured items (even if they are personalized);
  - used or vintage patterns;
  - used or vintage clothing, quilts or bedding;
  - sewing machines,
  - weaving looms or other large equipment;
  - books (unless self-published);
  - or items containing obscene imagery or words.
- I understand that FACES reserves the right to refuse to accept any piece(s) for any reason.
- I understand that I am responsible for my own inventory. I will only list items for sale that are available and can be shipped as prescribed in the listing. I will immediately notify FACES if a listed item becomes unavailable for any reason.

- I agree to ship all orders using the shipping labels provided, in the agreed manner as requested by the customer, within the time advertised, and as prescribed by FACES. Artists are responsible for any additional fees incurred due to under-reporting size or weight.
- I understand that FACES will handle the sale of my work, charge the appropriate sales tax and remit to me 60% of the sale price. Artist checks are written monthly.
- I understand that in certain circumstances FACES may offer or participate in a discount sale. I agree in those circumstances that FACES may offer a discount on my items. FACES will cover the cost of any discounts from its portion of the proceeds.
- I agree not to undersell my work in other online venues, such as but not limited to my own Etsy shop or another online marketplace. In person sales are not subject to price matching.
- I agree to provide a thorough description of each item, but I understand that FACES may edit copy. I agree to provide at least 3 high quality photographs of each piece as specified by FACES for use in promoting my work.
- I understand that all listings will automatically be renewed unless otherwise agreed.
- I agree that my FACES directory listing will serve as my Etsy bio as well, and I commit to keeping that listing current.
- I understand that I must submit a W-9 form with this agreement and that I will receive a 1099 if my sales are \$600 or more per calendar year in payments.
- I understand that new Etsy artists must submit at least 5 listings but not more than 10 to include in the FACES Etsy shop within 30 days of signing this agreement.
- I understand that if I plan to be unavailable to ship my items as advertised, that I will notify the Etsy coordinator at least 7 days in advance of my absence.
  
- I understand that it is critical that all artists comply with FACES Etsy requirements to ensure that FACES Etsy customers have a good experience. In doing this, the shop will grow and, in turn, support all participating artists.
- I understand that artists that fail to fulfill the FACES Etsy requirements or receive multiple credible negative reviews, may be required to participate in coaching to improve their performance or may be suspended or terminated from the program.

By signing below, I confirm my understanding of, and agree to follow, the above stated FACES Etsy requirements:

Artist Signature: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_

Date: \_\_\_\_\_