Potters' Gallery standards & work submission guidelines

Darling Downs Potters' Club Ltd

1. Objective

The objective of the **Potters' Gallery (Darling Downs Potters' Club Ltd)** is to present and sell well-crafted pottery created by financial members of the Club. The Gallery is managed by the **Gallery Committee**, which oversees the selection, display, and sale of work.

All objects submitted for display or sale will be assessed against the standards outlined in this document. The Gallery Committee reserves the right to accept or decline work based on **quality, safety, suitability, durability, and consistency with these standards**.

Submission of work does not guarantee acceptance.

2. Functional pottery standards

2.1 Design

- Original design is strongly encouraged.
- Objects must perform the function for which they are intended.
- Clay bodies, glazes, and decorative finishes must be appropriate and safe for the intended use.

2.2 Construction

Acceptable forming methods include:

- Wheel throwing
- Handbuilding (coil, slab, pinch)
- Handmade moulds
- Any combination of the above

Unacceptable methods include:

- Commercial moulds (e.g. slip-cast moulds)
- Commercial bisque ware
- Commercial greenware

2.3 Glazes

- Glazes must be suitable for functional use.
- **Lead-based glazes are not acceptable under any circumstances.**
- Glazes must be fired to their correct maturation temperature.

2.4 Clay

- Clay must be fired to its correct vitrification temperature, depending on its intended use.
- The responsibility for ensuring correct firing and functional suitability remains with the maker.

2.5 Finishing and Quality Standards

The following standards apply to all functional ware:

- Glaze faults such as crazing, crawling, pinholing, blistering, pitting, and shivering are not acceptable where they reduce function, durability, hygiene, or safety.
- Bloating is not acceptable.
- Bases must be smooth, stable, and free from sharp edges, burrs, cracks, or blemishes.
- Handles must be securely attached, comfortable to hold, and appropriate to the size and weight of the piece.
- Containers intended to hold liquids must be watertight.
- Rims, edges, and contact surfaces must be smooth and safe to handle.
- All work must be clearly marked with the maker's mark or name.

The safety and comfort of customers is paramount. Any work that may cause injury during normal handling will not be accepted.

3. Non-functional pottery & ceramic sculpture

Non-functional pottery and ceramic sculpture, including raku, smoke-fired, and alternatively fired works, will be assessed by the Gallery Committee based on technical quality, craftsmanship, stability, and presentation.

3.1 Raku and alternatively fired work

- Raku and similar alternatively fired pieces are not suitable for food use and may be potentially hazardous.
- All raku pieces must display a clearly visible label or sticker stating: **"For decorative use only – not food safe."**

3.2 Sculptural and decorative pieces

These standards apply to sculptural work including, but not limited to: masks, planters, animals, figures, wall plaques, and decorative vessels:

- Bases must be smooth and finished to the same standard required for functional ware.

- Sculptural pieces must stand securely on their base, or be supported by an integral and stable support system.
- All joins must be secure and structurally sound.
- Rough edges, sharp points, and unstable elements must be eliminated.

Extra care must be taken with finishing to ensure customer safety. The safety and comfort of customers is paramount. Any work that may cause injury during normal handling will not be accepted.

4. How to submit work

To submit work to the Gallery, you must be a Financial or Life member of the Club. If you cease to be a member, you are required to contact the Gallery Committee to arrange removal and collection of your items.

It is expected that members displaying work in the Gallery contribute regularly to the Club, either through gallery staffing or by undertaking other comparable volunteer duties.

4.1 Submission process

All work must be submitted through the Gallery Committee. You must complete the "Submit Work to the Gallery Form", available:

- via the Members section of the Darling Downs Potters' Club website, or
- as a hard copy form located in the workroom.

4.2 Where to leave work

Work may be left:

- On the bottom shelf behind the slab roller, labelled: "Work to be submitted to the Gallery" (Leave the completed form with your work.) OR
- At the Gallery during opening hours

4.3 Labelling requirements

All submitted work must:

- be accompanied by a completed submission form
- have an individual price sticker attached
- include an identification code (if known)

4.4 Notification:

Once your work is ready for submission, please notify the Gallery Committee by email: toowoombapotters@gmail.com

5. Liability

While every care will be taken, the Darling Downs Potters' Club accepts no responsibility or liability for any loss of, or damage to pottery or artwork while it is on display in the gallery.

6. Final decision

The Gallery Committee reserves the right to:

4.1 Select works for sale or exhibition
4.2 Decline works that do not meet these standards
4.3 Request remedial work where appropriate
Submission of work does not guarantee acceptance for display or sale.

7. Gallery sales & commission

Each month, makers will receive a list of any pieces sold in the previous month. Makers are encouraged to keep these records for reference to track what remains in the Gallery. The Gallery Committee will forward the monthly sales list to the Treasurer for payment processing.

The Club retains a 25% commission on all work sold through the Gallery.

8. Withdrawing your work

If you wish to remove your work from the Gallery, please contact the Gallery Committee so the items can be removed from the Gallery inventory and a collection time arranged.

Please contact toowoombapotters@gmail.com

9. Removal of work by the Gallery committee

The Gallery Committee reserves the right to remove work from the Gallery due to space limitations or extended time on display.

If this occurs:

- the work will be removed from the Gallery inventory, and
- the maker will be contacted and asked to collect the items.

If space becomes available, removed items may be resubmitted at a later date.