**RAGS 2022 Inventory Guide**

This information piece is to be used in conjunction with the **RAGS 2022 Marketplace Inventory and/or 2022 RAGS Gallery Inventory Forms**

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For the RAGS 2022 event, the Guild will create an inventory ID for each item, from the information supplied on the **RAGS 2022 Marketplace Inventory and/or 2022 RAGS Gallery Inventory Forms.** We encourage you to submit the online forms rather than submitting physical documents. This will greatly facilitate our information keeping.

If you prefer to submit the forms via the mail versus electronically, we will still need images submitted online.

**For all Artists:**

**Inventory**

Please remember that this is essentially a 4-day pop-up shop, featuring a limited collection from each artist. Please do not try to list your entire inventory. We recommend one of the following approaches:

1. Capsule collection: your best sellers. Large quantities of a handful of items.
2. One of a kind: unique items, typically higher end/more expensive.
3. Clearance/Last Chance Sale: a variety of items with limited quantities that will not be recreated after they have been sold.

RAGS will publish up to 30 listings per artist. Each listing may contain variations such as color or size.

* Each listing must have a unique name and at least one image. This will be used to produce an inventory ID for inventory control purposes. Examples:
	+ Cosmic Dress
	+ Dump Bag
	+ Swirl Earrings
* Available quantities must be submitted for each item.
* Once that quantity has sold, the website will display “SOLD OUT”. RAGS cannot guarantee the ability restock inventory before the sale ends.
* RAGS **will not** add new, unique listings to the website once an item has sold out, during the event.

Variation: ONE way in which a group of items are different from each other.

* Jewelry: A ring design that is identical except for the size.
* Garments: A dress style that is identical except for the size, color, or pattern.
* Accessories: A purse design that is identical except for the size, color, or pattern.

**Shipping**

All items on the website will be listed with free shipping.

* Artists must submit their item prices **and** shipping prices separately.
* RAGS will only display the combined price on the website.
* Artists will receive 100% of shipping money collected.
* Artists will receive commission on the item price only.
* Artists are responsible for fulfilling their own orders in a timely manner.

Your proceeds check, based on recorded sales, will be **sent within 30 working days** of the close of the show. With your check, you will receive a list of the customers who purchased from you.

**RAGS 2022 Inventory Guide**

**Continued**

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**If you are going online only for the forms, skip the following information section:**

**RAGS Inventory Control Sheet**

RAGS will apply a unique inventory ID to each item on the website.

* The first, completed request for the event, must be returned by February 15, 2022.
* Make a copy of the completed request sheet for your records.
* Make copies of the enclosed form if you need more than 1 **Inventory Control Sheet.**

Due to the nature of the event, restocking of sold out inventory cannot be guaranteed. To restock items during the event:

* Email ragswearableart@gmail.com

Example of completed Inventory Control Sheet:

|  |  |  |  |
| --- | --- | --- | --- |
| **Unique Item Name** | **Item Price** | **Item Shipping Cost** | **Item Quantity** |
| **Blue Swirl Dress 1** | **$180.00** | **$15.05** | **5** |
| **Wonder Woman Bangle** | **$75.00** | **$8.30** | **10** |

**For all artists:**

Reach out with questions. We can help you determine which variation makes sense for your particular product.

RAGS reserves the right to exclude any piece that does not accurately represent the quality of work appropriate for the show. Remember, all pieces must be *wearable*.

In this year of unique changes, please do not hesitate to contact us with any questions. The following list contains the Guild resources.

Guild Resources:

For **inventory or image** questions, your RAGS Guild contact:

* Mandi Webster-Martin: ragswearableart@gmail.com

For general **Marketplace** questions or concerns, your RAGS Guild contact:

* Judith Cunneen at 253.756.9493 or cunneenjudith@gmail.com

For general **Gallery** questions or concerns, your RAGS Guild contact:

* Kathy Dorr at 253.752.3170, or email at ksdorr@msn.com

Thank you for participating in the 28th RAGS Wearable Art Show and Sale. As a fund-and friend-raiser for domestic violence programs of the YWCA of Pierce County, it is a unique and delightful way to support an agency that is dedicated to breaking the cycle of domestic violence.

Judith Cunneen and Mandi Webster-Martin

RAGS Guild Inventory/Sales Coordinators