

Add your artwork

Your artist profile, then every piece for your exhibition

Part 4 of 4 · Gallery artists · About 5 minutes a piece

Before you start: log in

1. Go to **yarravalleywaterwheel.org**
2. Tap **Login** at the top right.
3. Log in with the **email and password** of your gallery account.

No account yet?

Start with **Part 1**: go to **yarravalleywaterwheel.org/exhibit** and send an Expression of Interest. It makes your free gallery account.



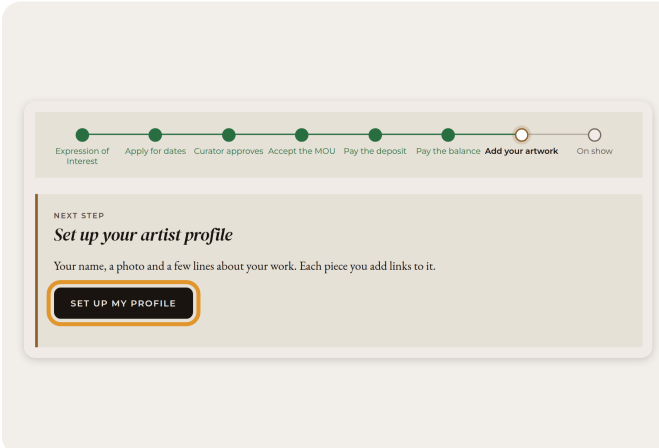
Scan to start

 The orange ring in each picture shows what to tap.

Good to know

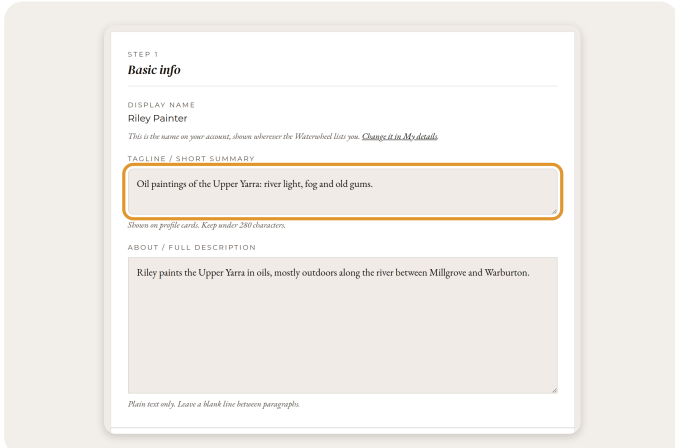
- **Add every piece by the date shown**, a week before your exhibition opens.
- **Nothing goes online until** the curator approves it, the exhibition is paid in full and its opening day comes. Then it goes online by itself.
- **Prices have no GST added.** The gallery's commission comes off before you're paid.

1 Set up your profile



Open your exhibition (Part 3, step 1). **Next step** says *Set up your artist profile*. Tap **Set up my profile**.

2 Your profile



A one-line summary, a few lines about your work, and where you make it. Tap **Create profile** at the bottom.

Then, back on your exhibition's page, **Next step** says *Add your artwork*: tap **Add artwork**.

3 The piece's name

LISTING NAME *

The weir at dusk

TAGLINE / SHORT SUMMARY

The old weir below the Waterwheel as the light goes.

Type the piece's name and a one-line summary.

4 Its photo

STEP 2

Cover photo

By uploading, you confirm you own these photos or have permission to use them, and you grant the Yarra Valley Waterwheel a non-exclusive licence to display them on the site and in promotional materials while your listing is active.

UPLOAD A COVER PHOTO

Choose File the-weir-at-dusk.jpg

JPEG or PNG. Wide. Upload one work's best.

Under **Cover photo**, choose the photo of the piece.

5 Details and price

EXHIBITION *

Light on the Yarra (5 Mar 2027 - 1 Apr 2027)

Work for an exhibition goes online once the exhibition is paid for and its go-live day comes, and comes down after it ends.

HOW IS IT SOLD?

In the gallery only: shown on the website as available at the gallery, and sold at the counter. Display only: shown, not sold. The curator may change this.

☒ In the gallery only ☐ Display only (not for sale)

PRICE (AUD, NO GST)

850

Medium, size and year. Under **How is it sold?** choose *In the gallery only* or *Display only (not for sale)*. Type the **Price**, then tap **Create listing for review**.

6 Check each piece

Your artwork in this exhibition

The weir at dusk
Approved - goes online on 5 Mar 2027

Fog lifting, Millgrove
Approved - goes online on 5 Mar 2027

All your artwork

Your exhibition's page lists every piece: *Waiting for the curator*, then *Approved*. Add the next piece with **Add artwork**.

After that

- **To be paid for sales**, the Waterwheel needs your bank details. **My account** shows how.
- **See what sold:** tap your name at the top right, then **Sales and payments**.
- **Unsold work comes down** when the exhibition ends.

If something goes wrong

- **Sent back to you?** Open the piece to see why, fix it and save it again.
- **Can't add a piece yourself?** Ask the curator: they can add it for you.