

Template for Coordinators

GALLERY COORDINATORS REPORT FORM

DATE

GALLERY
COORDINATOR

DATES OF CURRENT SHOW (BEGIN AND END)
NUMBER OF PARTICIPANTS
NAMES OF PARTICIPANTS

NUMBER OF ART WORKS

VERNISSAGE DATE
VERNISSAGE ATTENDANCE

PICKUP DATE

COMMENTS

DATES OF NEXT SHOW (BEGIN AND END)
THEME (IF ANY)
JURY?
DROP OFF/HANGING DATE

VERNISSAGE

COMMENTS