



Smithsonian Enterprises

Vendor Product Proposal for Museum Stores

National Museum of the American Indian (NMAI)

Our Museum Stores proudly present Native American crafts, publications, and recordings, which illustrate how different artists present and interpret cultural traditions and/or art forms.

In offering Smithsonian Institution your craft for sale in our Museum Stores, vendor shall be responsible for complying with all applicable laws, policies, and regulations governing the supply of merchandise including, but not limited to, consumer product safety, labeling (specifically in conformance with the Indian Arts and Crafts Act), imports (customs), endangered species and agricultural and food products, and intellectual property (trademark, copyright, and the rights of privacy and publicity).

The Indian Arts and Crafts Act covers the sale of all Indian-made and Indian-style traditional and contemporary arts and crafts produced after 1935. Under the Act, it is illegal to market an art or craft item using the name of a tribe unless the item and its components were actually made by a member of the tribe or an Indian artisan certified by the tribe. For that reason, all products must be marketed truthfully regarding the Indian heritage and tribal affiliation of the creator so as not to mislead the consumer.

Native artisan works currently available in our Stores include:

- Jewelry
- Textiles
- Beadwork
- Toys
- Pottery
- Basketry
- Musical instruments
- Graphics
- Books
- CDs, DVDs, and other media

Native artisans are invited to submit the following materials to be considered for placement in our Museum Stores:

- Completed **Vendor Product Proposal** (*If you have more than one type of craft to be reviewed, a separate questionnaire must be completed and returned for each of the following three categories*)
 - Jewelry
 - Textiles, beadwork, toys, pottery, basketry, musical instruments
 - Books, Graphics, CDs, DVDs, and other media
- Completed **Letter of Authenticity** (*in compliance with The Indian Arts & Crafts Act*)
 - Not required for books, CDs, DVDs, and other media
- **Supporting materials**
 - Artist biography
 - Photographs of the work
 - Pricing

We welcome all submissions. If there is an immediate need for your craft, we will contact you.

Due to the large volume of submissions we are unable to contact all applicants. We will keep your information on file to review when we look for new or additional crafts to place in our Museum Stores.



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JEWELRY, TEXTILES, BEADWORK, TOYS, POTTERY, BASKETRY, MUSICAL INSTRUMENTS

Date:

Name of
Company
/Artists:

Name of Tribe:

Federal Registration
Number:

Specialty/Medium:

Examples: bead, metal, inlaid, basketry, ceramics, etc.

Types of
Products:

Examples: dolls, masks, paintings, pottery

Production
capabilities:

How much can you produce in a month; please specify quantities.

BOOKS, GRAPHICS, CDs, DVDs, OTHER MEDIA

Name of
Publisher/Author/
Distributor:

Subject Matter:

Types of Products:

Examples: Books, CDs, DVDs

Wholesale Pricing?

Please provide cost information for each product submitted.

Do you offer your
goods on
consignment?

What other
stores/venues do
you sell?

What is the best
time to get
product from you?

WHAT IS YOUR CONTACT INFORMATION?

Address:

Phone Number:

E-mail:

Smithsonian Enterprises pays invoices using Net 30 terms. *(The goods are sent to Smithsonian and we agree to send payment via check within 30 days of receipt.)*

Please provide an artist statement and/or biography.

Please include photos of your products.

Please send information to NMAIMuseumStore@si.edu.



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National Museum of the American Indian (NMAI)

Letter of Authenticity

*Covering All Indian-made and Indian-style Traditional and Contemporary
Arts and Crafts by any Person in the United States*

In offering Smithsonian Institution your craft for sale in our Museum Stores,

(Vendor/Artist Name)

(Date)

shall be responsible for complying with all applicable laws, policies, and regulations governing the supply of merchandise including, but not limited to, consumer product safety, labeling (specifically in conformance with the Indian Arts and Crafts Act), imports (customs), endangered species and agricultural and food products, and intellectual property (trademark, copyright, and the rights of privacy and publicity).

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