



Setting Up An Artist Profile

1. Go to IndieWalls.com, find, and click on "ARTIST LOGIN", in the upper right hand corner.
2. In the new window click on "Click here to APPLY as a new artist" just below the teal "SIGN IN" button.
3. You will be sent to the "PROSPECTIVE ARTIST APPLICATION" page.
 - a. Upload 3 pieces of art, **they must be below 2MB** (if you are not sure what this means please email us at info@indiewalls.com).
 - b. Then fill out the rest of the fields to the best of your ability.
 - c. Click on "TERMS OF USE" at the bottom of the page, read the terms, then if you agree to them go back to the page where you were filling out the application, click "I Agree to Terms of Use", and click the "SUBMIT" button.
4. We will review your work and if you are selected we will send you an email with a password to login and create your IndieWalls profile.
5. To login go to the IndieWalls website, find, and click on "ARTIST LOGIN", in the upper right hand corner.
6. Use the email address that you used to apply where it says, "email address" and use the password that was given to you in the email we sent.
7. Once logged in first click on the "Edit My Info" button.
 - a. Change you password to one you will remember
 - b. Update all of you information under "EDIT ACCOUNT INFO", including uploading an image of yourself for your profile.
 - c. Fill out you "PAYMENT DETAILS" so that we know where to send you payment when one of your pieces is purchased.
 - d. Finally, the information that you fill our in the "Tell us a little about yourself..." will show up on your public profile so please write something that you want art collectors to know about you and your work.
8. Once you have completed editing your info hit submit, and then click on the "ARIST HOME" tab to return to your "ADMINISTRATIVE TOOLS".
9. Click on "Add New Art" and begin creating your collection of art on IndieWalls.
 - a. **The pieces that you uploaded when you applied will need to be re-uploaded.**
 - b. Upload one of your pieces and fill out all the requested information.
 - c. Once complete hit submit
 - d. From here select "Add Art" to submit another piece.
 - e. Continue to add piece until you have all the pieces up you want.
10. Once you are done adding pieces you can always select "Edit My Art" in "Artist Home" to edit or delete any art you have already uploaded.
11. You are DONE! Your portfolio is now viewable by venues. If they like work they will get in touch with you to set up a time to meet to discuss an exhibition. Once you have an exhibition hanging your work will go on the public website for the public to browse and purchase!
12. It should be noted: **Your work is not viewable on the IndieWalls website to anyone but venues until it is actually hanging in a participating venue.** So if you are wondering why no one is able to see your art it is because we want all of our art to be both viewable on the web and on physical walls so once we get your art hanging we will "hang" on Indiewalls.com