



EXHIBITION AGREEMENT - OSF Gallery

AGREEMENT

This Agreement is made between _____ and Jacoby Arts Center (JAC) a 501c3.

EXHIBITION

The exhibition for which this agreement is made _____

DATES

Exhibition Dates _____

Deadline for paperwork & visuals for promotions to return to JAC _____

Opening Reception will be on _____

Gallery Talk will be on _____

Artwork Delivered by _____

Artwork Picked up by _____

SALES, COMMISSION, & PAYMENT

All artwork sold is listed on the Consignment Note (please list the title, medium, dimensions, price). JAC will receive a commission of 30% of the listed price. Sales tax will be charged at point of sale. Payment for all work sold in a given month will be processed by check and mailed the following month.

INSURANCE

JAC insures up to 50% of listed value for artwork while it is on the premises of JAC.

PUBLICITY

JAC will promote through: a designed and printed color postcard for the exhibition, press release to local media and on community calendars, featured in JAC Newsletter, website, and facebook, as well as a poster to distribute throughout town. Artist must supply 3 high resolution (2000x1500 pixels) images in JPEG of work that will be in the exhibition, to be used for promotions. Please indicate photo credit.

INSTALLATION

All artwork must be ready to hang with wire or gallery wrapped for install. Artwork will be delivered by the artist and shall remain in the show until the show is over. Jacoby Arts Center shall be responsible for installation, de-installation, and having the artwork ready for pickup at the designated time. Artwork must be picked up within one week of the close of the exhibit or the artwork will become the property of JAC, unless a special arrangement was made prior by the Artist.

OPENING RECEPTION

All expenses surrounding the opening reception shall be the responsibility of Jacoby Arts Center for exhibits.

PUBLIC SPEAKING & WORKSHOP

Artist will speak about his/her artwork on one Saturday during the run of the exhibition.

Artist's Signature

Date

JAC Representative's Signature

Date