

ARTIST EXHIBITION AGREEMENT **Sample**

THIS AGREEMENT due **Date** is made in duplicate, on **Date executed** between:

Organization or Company Name _____

Address _____

and

Artist Name: _____

Address: _____

The parties hereto agree as follows:

General Intent: **Organization or Company Name** will present an exhibition **named** in **display location** from **date to date**. All works of art by the Artist will be approved by the **name of person and position**.

Artist Fee: **Organization or Company Name** will pay **an exhibition fee of \$, or an art rental fee of % of the total value of each piece per month to** the Artist for the exhibition period. This fee also includes the use of photographs of the works of art for exhibition related publicity such as press releases and website listings by **Organization or Company Name**.

Installation: Example information: The Artist will be responsible for having their artwork ready for installation. It is up to the Artist to provide special installation materials as required **or** all materials are provided.

The **Curator or Organizer** will act as the liaison between the Artist and the venue host during the installation and exhibition period. Consultation with the **Curator or Organizer** on the presentation of work is required. Once installed the works of art will remain on display at **Organization or Company Name, or at display location** for the duration of the exhibition. Removal of work(s) during the exhibition **is not permitted, or is permitted only with the substitution of artwork approved by the Curator or Organizer**.

Artwork Drop off: The Artist is responsible for dropping off their artwork at **location and address** on **dates and times**.

Artwork Pick-up: The Artist will be responsible for picking up their artwork on **Dates and Times**

Transportation of Artwork: **Organization or Company Name** will not cover the cost of shipment of artwork. It is the responsibility of the Artist to arrange for delivery and pick-up of all artwork.

Documentation: The Artist must provide the following information on or before **date** to **person and contact Information:**

1. title of works, media, size, date and price for purposes of making art labels cards **(if desired)**
2. a short combined artist statement and biography

Pricing: The list price for each work should include all required taxes (e.g. HST if applicable). To maintain consistency please round up values. For example \$239.49 should list as \$240.00.

Public Artist Reception: **If applicable; details, artist requirements**

Promotional Material: All promotional materials (i.e. reception invitations) must be approved by **Organization or Company Name** before final printing and distribution.

Artist Talks, Workshops: **If applicable; details, artist requirements**

Copyright: **Organization or Company Name** will not reproduce or authorize reproductions of the works of art in the exhibition for purposes of sales, rental, loan or distribution of any kind without the written permission of the Artist.

Insurance: **Organization or Company Name will not be, or will be** responsible for the insurance of the works while on exhibition in their facility up to a maximum of \$ per exhibition.

Force Majeure: In the event that performance of this agreement or any part thereof on the part of the Artist or the **Organization or Company Name** shall be delayed or prevented by physical disability, the acts or regulations of duly constituted public authorities, strikes, civil tumult, epidemic, interruption or delay of transportation services or other causes beyond their respective control, each shall be relieved of their respective obligations hereunder during the period such prevention or delay exists. It is understood and agreed that there shall be no claim for damages by either party hereto for any such prevention or delay.

Amendments: All amendments and modifications to this agreement will require the written consent of both parties.

In witness thereof the parties have caused this agreement to be executed as of the day and year above mentioned.

Organization or Company Contact Name _____

Organization or Company Address _____

Signature of Above Contact _____

Date Signed _____

Artist Name (Printed) _____

Artist Mailing Address _____

Artist Phone _____

Artist Signature _____

Date Signed _____

To be completed upon drop-off

Number of works received: _____ Number received in good condition: _____

Received with issue (**problem identified**) _____

Date: _____ Artist Initials: _____

Name of Person receiving artwork _____