

Artist Rental Agreement Details for Space

Contracts may be obtained for 3, 6, 9, or 12 months.

There is a minimum of wall hanging for photography or paintings space calculated to \$50 per month which is up to a 4 x 4 ft plus a commission of 20 % is applied to the selling price of art work. Any Larger space will be calculated by 3.12 per square ft. Please include the commission in the price when pricing your work. Fine Craft Artists using counter space, shelf space, hanging space, or floor space minimum is \$50 per month with a 20% commission per month. The artists will provide price lists for all works. Artist accepts all risk and is responsible for obtaining necessary insurance. Gallery accepts no liability expressed or implied for artwork exhibited at the gallery or other sanctioned locations. The Gallery spaces vary widely in size & configuration. Visit the Gallery to see which spaces are currently available.

Rent is due on the First Day of each month. If you join the gallery during the month the rent will be prorated. You may call, mail or stop by to pay your rent.

Appointments will be made for you to bring in art work on a disk or flash drive that will be returned to you for review. You can leave it with the owner or stay and go thru the work to explain what you have.

Money for all works sold during the month will be paid to the artist on the 15th business day of the following month. You may get in touch with the owner to pick up your check. The Gallery will not subtract the rent from the total sales. It must be artist pays the rent and the Gallery pays the artist for works sold in order to keep the accounting correct. The Gallery will turn in all sales tax to the state.

Administrative expenses, all marketing of the gallery in general are provided by the gallery management. Artists may have their own marketing materials in their space. They are encouraged to help market their own work and the gallery on facebook or any other place.

The artists may manage their own spaces within the Gallery and must keep their space clean and tidy. When the Artist and the Gallery owner discusses and comes to an agreement the Artist may select what to exhibit, as well as how to best display their works and when to rotate items within their area every 30 days.

Artists are to work in the gallery at least 5 hours a month to talk with customers and be involved in the gallery and tidy up their area. Artists are asked to help with the Gallery if there are receptions or special events going on. It always raises awareness when an artist is there to talk up their work or demonstrate their works of art. This also increases SALES and encourages people to come back.

All rental space fixtures and additional lighting to be provided by the artist will be approved by The Gallery prior to installation. Plastic shelving is not permitted. The gallery has display fixtures for the artists to use and will have the hanging systems for your artwork on the walls.

All pieces must be properly framed with hanging wire (no clips). Frames must be in good condition. Works on canvas must be framed unless "gallery wrapped," with sides finished (no visible staples). Pieces not complete with hanging wire, will not be hung in the gallery.

The Gallery will require a list of their works with name of work, size, and price from each artist. Also, the artists will be required to have a card on the back of their work with the same information along with their name taped to the back. If the work is other than paintings, please have white tags with string or ribbon attached to your pieces and your name or initials on the tag with the prices.

A thirty-day notice is required in writing before the first day of the final month if you decide to leave. Any unpaid portion of your final month's rent will be deducted from your end-of-month check. The Gallery also reserves the right to terminate this contract. Any items left and not picked up will be added to the Clearance area and sales will go toward the Gallery.