

## Artist/Gallery Agreement

This agreement is between \_\_\_\_\_ (hereinafter "Gallery") and \_\_\_\_\_ (hereinafter "Artist"), said Artist residing at:

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

The purpose of this Artist/Gallery relationship is to exhibit and sell the Artist's work, and to generate profit for the Artist and the Gallery.

While the following policies address most situations that tend to arise during the course of normal operations, unique circumstances will sometimes require unique solutions.

The crux of any successful Artist/Gallery relationship is communication and cooperation, so the following are meant as basic guidelines, and are subject to discussion and alteration as circumstances require:

1. Consignment period shall be for a minimum of one year from the date of this agreement, unless otherwise noted in writing by the Gallery and the Artist. The Gallery remains commissionable on any work consigned to it but sold through another venue or source during this one-year period. Work requested to be returned before the one-year deadline will be done so at the Artist's expense.
2. Artist shall arrange and pay for shipping costs for work sent to Gallery. If incoming shipping is facilitated by the Gallery, the Artist will be requested to pay their pro rata share of this expense.
3. Gallery will arrange and pay shipping costs for work sent to purchasers, and for the return of consigned work to the Artist after the consignment period has expired.
4. Artist will provide any special instructions on packing, unpacking, care and handling, and display, and will provide any unusual mountings, cleaning compounds or maintenance equipment required.
5. Gallery maintains insurance on all work while stored at the Gallery, and will insure consigned work at its wholesale value. Artist will assist Gallery as needed with any insurance claims. It is not possible, and so the Gallery is not responsible, to insure work against damage resulting from defective materials or poor craftsmanship.
6. Gallery will have the exclusive right to represent the Artist in CITY/STATE/REGION. Any and all sales of Artist's work in CITY/STATE/REGION will be conducted by the Gallery. This agreement precludes the Artist from selling his/her work without commissioning the Gallery. The Gallery reserves the rights to show works that are currently on consignment at offsite events such as art fairs and other exhibitions. Any public or private exhibitions by the Artist in CITY/STATE/REGION will reflect the Artist's representation by the Gallery.

7. Artist will provide the Gallery with a wholesale price for insurance and payment purposes, as well as recommended retail pricing information. The Gallery generally prices the work at 2 times the wholesale price.
8. Gallery may extend a courtesy discount up to 15%, to private collectors, institutions and trade clients, which includes architectural firms, interior designers and art consultants. The Artist agrees to share this 15% discount when extended. Additional discounts may be given in the case of multiple sales or other unusual circumstances, with the Artist's prior consent and approval.
9. Gallery will pay costs of normal publicity and advertising. The Artist may be asked to participate in promotional projects that exceed these normal standards, such as paid advertising in catalogs, magazines, etc. At the Gallery's request, the Artist will provide high-quality digital images for these purposes.
10. The Artist will provide the Gallery with a résumé and biographical information, articles, brochures and catalogs as requested by the Gallery.
11. The Artist will be paid on all sales within 30 days of purchase.

Signatures:

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Artist

[date]

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Gallery Representative

[date]