

2017 HOLIDAY MARKET

December 4th – December 23rd
Gunnison Arts Center Galleries

Artist Contract

Name _____ Phone Number _____

Email _____ Join GAC weekly Email?

Address _____

Description: (Please include type(s) of art, size/style of display, special needs such as electricity, and if you will be needing wall space.)

- Set up dates and times:** Monday, December 4 between 1:00-6:00 pm. OR Tuesday, December 5 between 10:00 am – 6:00 pm. Set up allowed on these two days only. Please plan to have your booth set up by 6 pm on the 5th for regular business hours on Wednesday.
- Please bring your own display furniture** (table, table cover, special lighting, etc...) Let us know if this is an issue for you and we will try to help you work something out if we can. Booth's locations will be decided by GAC staff. Plan to have a space around 3 ft x 4-5 ft.
- Take down dates and times:** The GAC will be open from 10 am – 2 pm on Saturday, December 23rd. We encourage artists to leave their booth's up through this day, as we have a lot of last minute shoppers and sales. If you need to take your booth down on Dec. 23rd you may do so from 10 am – 2 pm. All other booths will be de-installed on Tuesday, January 2nd from 10 am – 6 pm. The GAC will be closed December 24 at 2 pm – January 1 and artwork will not be available for pick up during this week.
- It is essential that **all** work be taken down and removed no later than Tuesday, January 2nd because we will be setting up the next Main Gallery show on Wednesday, January 3rd.
- Artists must provide the GAC with a printed inventory list of their artwork and clearly label all work with corresponding inventory numbers and price.** Each item at your booth needs to have a label. Remember to price your pieces to include the GAC's 30% commission.
- A non-refundable booth fee of \$25/non-member and \$20/GAC member is due at the time of booth install.
- Checks for art sales during the GAC Holiday Market will be mailed to artists by January 15th, 2018.

Terms of Agreement: Holiday Market Gunnison Arts Center Galleries

1. Agreement Dates: December 4, 2017 – January 2, 2018

2. Eligibility

- (a) Only works of original design and execution are to be exhibited.
- (b) The Arts Center may refuse display of any artwork. All 2-dimensional works must be framed or presented professionally for exhibition, with hanging wires, if needed. Three-dimensional works must be stable and securable.
- (c) Works that are of a delicate nature, unstable, or requiring unusual care may not be exhibited.

3. Installation

(a) Works are to arrive at the Arts Center by drop-off date. The Arts Center will assist in the install of the artworks in a manner deemed necessary for display and security. All works should be identified on the back with Artist Name, Title and Price.

4. Fees

- (b) An exhibition non-refundable fee of \$25 non-member and \$20 GAC member for the exhibition space is to be paid upon return of this signed agreement. Checks are to made payable to the Gunnison Arts Center, cash or credit card accepted.
- (c) Exhibition fees are non-refundable

5. Commission

- (d) The Arts Center will retain a 30% commission on the sales of all objects from exhibition.
- (e) The Arts Center will conduct all sales, collect sales tax, pay, and report all sales information to the appropriate agencies. A check in the amount of sales, less the Arts Center commission, will be paid to the Artist within six weeks after the closing date of the show.
- (f) Holiday Market check to artists will be mailed by January 15, 2018.

6. Shipping

(a) Shipping to and from the Arts Center, and all associated liability and expense, is the responsibility of the Artist.

7. Promotion

- (a) The Arts Center will promote the Exhibition in its usual marketing mediums including posters and fliers, e-mail newsletters, Facebook and other social media outlets, and ads in local news publications, as well as by any other means deemed appropriate. The Artist releases copyright restrictions on reproductions of artwork for promotional and archival purposes.
- (b) The Arts Center will not bear the cost of any promotion or material production not approved by and agreed to by an Arts Center representative.
- (c) The Artists are strongly encouraged to promote their artwork and the date of the reception to friends, family, and patrons of their work.

8. Insurance

- (a) Works will be insured while on the premises, during the Agreement dates and times, against theft, damage and fire. We will pay up to 100% of the appraised /insurance value, or the selling price, on works for sale after the deductible, and for a total limit of \$25,000.
- (b) Appraised value is determined by the Sales Price; however, the Arts Center may request an independent professional appraisal to adjust Appraised Value. This adjusted Appraisal Value will be used for all insurance purposes.
- (c) In the event of damage, the Arts Center will first be given the option to repair artwork to original state.
- (d) Works arriving before the beginning date, or remaining beyond the ending date of this Agreement will not be insured by the Arts Center while on the premises.
- (e) Arts Center representatives will handle all artworks with due care, however if damage of artwork is incurred during an Artist-assisted installation or removal, the Arts Center will bear no liability for these damages.

10. Unclaimed artwork

- (a) Artwork will be de-installed on the day following the closing date of the show.
- (b) Any artworks left 30 days beyond the ending date of this Agreement will become the property of the Arts Center and may be used at the discretion of the Arts Center thereafter.

Artist signature/date: _____

GAC Representative signature/date: _____