

## CONTRACT FOR EXHIBITING MEMBERSHIP

Name \_\_\_\_\_ Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_ Cell \_\_\_\_\_  
Address \_\_\_\_\_ Profession \_\_\_\_\_  
City and State \_\_\_\_\_ Zip \_\_\_\_\_

Each month, Exhibiting Members may show up to four pieces in the lobby (they should be no bigger than 48 inches at longest dimension) (suggested donation: \$5) space permitting. In addition, three unframed pieces (prints or matted work), covered in clear plastic, may be brought in for three months for display in the portfolio rack in the lobby. All work submitted is judged on presentation and suitability for exhibiting at the Guild.

**INSURANCE AND LIABILITY:** The Guild will not be held liable for the loss, theft, or damage to art on display at the Guild, or offsite exhibit space, due to any casualty whatsoever. Although proper care will be taken by the Guild in handling work, you are hereby advised that insurance for artwork should be covered by the artist.

### **PRICING**

1. Prices should be as moderate as possible. **All artwork must be for sale.**
2. Price, once decided upon, must remain constant for the duration of the stay at the Guild gallery.

### **CONDITIONS WITH REGARD TO PRICING AND SALES**

Pricing and sales of work must be agreed upon by the artist before acceptance of any work for exhibit.

### **SALES AND GUILD COMMISSION**

1. The Guild of Creative Art will retain a 33 1/3% commission on all sales at the Guild with the following exceptions: 20% will be retained on sales of Small Treasures, portfolio pieces and pieces sold from our offsite locations, such as the Agriculture Building, Central Jersey Blood Center, Integrated Medicine Alliance offices, and the Shrewsbury Borough Hall.
  2. If the Guild refers a client to an artist for specially commissioned work, the Guild will receive a 10% referral fee from the artist.
  3. If a buyer wishes to purchase work seen on the Guild website or at a Guild exhibit, the member is asked to pay the appropriate commission to the Guild, with the sale negotiated by the Guild.
- The artist will make every effort to exhibit current work on a monthly basis. For the protection of the artist, all artwork, when brought to the Guild, must be listed in the inventory book and must be signed out when removed.

### **The artist is expected to volunteer in order to keep the Guild vital and thriving.**

#### **Help is needed in the following areas:**

Art Programs  Building and Grounds  Grants and Fundraising  Hospitality  Marketing   
Monthly Shows  Office Helper  Publicity  Special Events  Other (please list) \_\_\_\_\_

### **WEBSITE:**

Exhibiting members are entitled to space on the Guild's website. This is explained on our website [Guildofcreativeart.org](http://Guildofcreativeart.org). Go to *Forms and Documents > Membership Related* and click on *Instructions for Individual Web Page Inclusion*.

My signature releases the Guild of all responsibility regarding the handling of my work from theft, loss, or damage while said work is in the possession of the Guild at its gallery, any other Guild-sponsored gallery location, or in transit thereto.

Signed \_\_\_\_\_ Date \_\_\_\_\_