

# Exhibitor Agreement

## Ken-Caryl Art Guild & Black Arts Cellars

This agreement between the Exhibitor (Artist) and Ken-Caryl Art Guild (KCAG), a non-profit organization, is intended to be legally binding. In consideration for exhibiting at Black Arts Cellars (BAC) and under the banner of the Ken-Caryl Art Guild, the Artist agrees to abide by the following stipulations and guidelines:

### Eligibility

- Only artwork created by the Artist may be exhibited.
- Only dues-paying active members are eligible to exhibit under the banner of the Ken-Caryl Art Guild.
- BAC will accept artwork that fits with the ambience of the gallery. BAC has the right to refuse the display of any artwork.
- Two-dimensional artwork must be presented professionally for exhibition with hanging wires. No clip hangers are permitted. Three-dimensional artwork must be stable and suitable for pedestal, shelf or floor placement.
- Artwork must be identified on the back with artist's name, title, price and phone number.
- The Director of Exhibits must clear all mountings/framing before the artwork is accepted for exhibition.
- Artwork that is of a delicate nature, unstable, or requiring unusual care may not be exhibited.
- Artwork for exhibit consideration must be submitted electronically for selection by curator(s) by specified date and include Artist Name, Title, Size, Medium, and Price for Sale.
- After notification of acceptance by the Director of Exhibits an entry fee of \$5 per per artist will be paid by cash or check made payable to Ken-Caryl Art Guild.
- All artwork must be for sale with price included on label.
- Number of pieces of artwork is limited to space availability.

### Schedule

- Artwork will be installed for a period from 30 to 60 days.
- This schedule is subject to change, depending upon the availability of replacement artwork and exhibition space.

### Installation

- Timeframe for delivery of artwork to BAC is dependent on the vitner's production schedule. Arrangements must be made by the Artist to comply with delivery timeframe.
- KCAG will install artwork professionally and securely.
- All accepted artwork will be identified with labels provided by the Exhibits Committee.

### Insurance

- No insurance coverage will be provided by KCAG or BAC; the Artist is responsible to insure his/her own artwork.
- All artwork is on consignment and is owned by the individual Artist until it is sold.

### Payment and Commission

70% to the Artist; 25% to BAC; 5% to KCAG

- At the time of sale, entire payment will be made payable to BAC and will include appropriate sales tax.
- BAC will retain 25% of the sale price and 30 days after show, present a check payable to Ken-Caryl Art Guild for 75% of the sale price. Within 15 days KCAG will present a check to the Artist for 70% of the sale price.
- All sales are final.
- Commissions will apply for a period of 15 days after the exhibit ends if an interested buyer contacts the Artist directly after viewing art on exhibit.

### Promotion

- KCAG will promote the exhibition on its website and by any other means deemed appropriate.
- By signing this Agreement, the Artist gives KCAG and BAC permission to use images of the artwork for promotional and archival purposes.
- KCAG will not bear the cost of any promotional materials not approved and/or agreed to by a BAC representative.

### Retrieval of Artwork

The Artist is responsible for retrieving his/her artwork from BAC at the end of the exhibit run; KCAG or BAC will not bear any liability for any artwork not picked up.

### Agreement Dates

The terms of this Agreement apply during the period beginning with acceptance into the current exhibit and ending 15 days after the exhibit ends.

### Location

Black Arts Cellars  
11616 Shaffer Place #110  
Littleton, Colorado 80127  
Phone 303.722.0669

### Theme

Autumn In The Rockies

I hereby state that I have read and understand the terms of this Agreement with Ken-Caryl Art Guild and will abide by all guidelines. Please sign and return this Agreement with your artwork and payment to the KCAG Director of Exhibits.

Artist's Name (please print) \_\_\_\_\_

Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Artist's Signature \_\_\_\_\_ Date \_\_\_\_\_

Director of Exhibits \_\_\_\_\_ Email Address \_\_\_\_\_ Phone \_\_\_\_\_

Director of Special Exhibits' Signature \_\_\_\_\_ Date \_\_\_\_\_



Ken-Caryl Art Guild is a non-profit organization committed to the education and development of artists, and the support of the arts in the Ken-Caryl Ranch community.

[kencarylartguild.org](http://kencarylartguild.org)

### OFFICE USE

No. Pieces \_\_\_\_\_ Fee \_\_\_\_\_ Pd. \_\_\_\_\_ Check No. \_\_\_\_\_