## Terms and Policies Sales Gallery/ Member Exhibits/ Off Site Exhibits

## By participating on our exhibits you agree to the following:

- 1. CALC Member Artists are eligible to place work in the Sales Gallery, Member Exhibits, and CALC Off Site locations on consignment if they maintain current membership and agree to Gallery/ Exhibits Terms and Policies.
- 2. In order to maintain a cohesive exhibit space and appropriately utilize the gallery space. Artist works may, for short periods of time, be stored & rotated into use if space necessitates.
- 3. The Artist determines the sales price for consigned work. CALC will collect and remit PA Sales Taxes. CALC retains a 35% commission on all sales.
- 4. CALC will pay 65% commission to the Artist by the third week of the month following the sale(s) or the exhibit closing.
- 5. Custom work requests will be referred to the Artist with no commission for the gallery, although the artist might consider a donation to CALC when a sale is completed.
- 6. Art in the Sales Gallery will rotate approx. four times per year with dates announced by the Sales Gallery Coordinator. Works with a faster turnaround (such as jewelry or cards) may remain longer. CALC inventory sheets may be utilized or artists may provide their own typed inventory document.
- 7. If necessary, work may be signed out and removed by the Artist from the Sales Gallery/Offsites prior to the end of the current period as long as advance arrangements are made. Works are expected to remain in other exhibits until the closing date of the exhibit. CALC may allow a sold work to be removed from an exhibit if doing so facilitates a sale.
- 8. 2-D work must be framed and wired to hang. Saw tooth hangers are acceptable on lightweight pieces. Glass and clip frames are not acceptable. If unframed artworks are to be offered in bins, they must be backed and have protective wrapping. 3-D works with special display needs should be discussed in advance.
- 9. While every precaution will be taken to safeguard works, CALC has limited insurance and cannot be held responsible for loss or damage to artwork while in their possession. It is the responsibility of the Artist to insure their works if they wish to do so. Submitting entries to CALC constitutes agreement.
- 10. The Artist agrees to pick up all work within two weeks of expiration of membership or of termination of an exhibit, and understands that any work left beyond 90 days will become property of CALC. CALC does not have storage space and cannot be responsible for artwork. CALC cannot be responsible for mailing artwork without advance arrangements.
- 11. Artist agrees to supply CALC with a current Artist's Statement & resume, and business cards. This information and photographs of exhibited work may be used for the promotion of the Artist, the Sales Gallery, exhibits, or CALC.
- 12. CALC reserves the right at its sole discretion to terminate this agreement if it determines that a continued relationship with the Artist is not in the best interest of CALC.
- 13. The artwork consigned must be of the artist's original creation. It is understood that the artist owns the copyright, including all rights of reproduction, but work may be photographed by CALC for reproduction in the exhibit catalog, the CALC website, or for publicity purposes.