

Art Center Copy - return with Artwork to Room 19
Copy this contract. Add art delivery and pick-up dates to your calendar

Spruill Center FOR THE Arts

EDUCATION CENTER

HALLWAY GALLERY EXHIBITION CONTRACT

5339 Chamblee Dunwoody Road, Atlanta, GA 30338

Phone: 770-394-4019 ▪ Fax: 770-394-6179 ▪ email: jprice@spruillarts.org

Artist Name: _____ Home Phone: _____

Address: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____ Email: _____

UNFRAMED II
FEATURING ALL THINGS UNFRAMED
March 18 – May 14, 2019
Closing Reception, Tuesday May 14, 6-8pm

- Work by Spruill Arts students and instructors in all mediums – up to 3 pieces per artist
- 2D work must be able to be displayed with the use of 4 standard, clear pushpins. Artist name and title of work must be affixed to the back of each art piece.
- 3D work must be ready for display. Artist name and title of work must be affixed to the back of each art piece.
- **SITE:** Spruill Education Center, 5339 Chamblee Dunwoody Road
- **DELIVERY DATES:** March 4 – 9, 2019
- **Bring art and paperwork to Bob's office in Room 19 (main office)**
- **TIME:** 9:00am – 5:00pm
- **PICK-UP WORK:** at the closing reception on May 14 or by May 18.

1. Sale of Art

Payment for work sold will be mailed to the participating artist by the 15th of the month following the sale.

The artist's share is 65% of the retail price; 35% will be retained by the Spruill Center.

2. Insurance

Insurance is not provided for artwork exhibited in the Hallway and the Atrium in the Education Center.

However, every effort is made to ensure the safety of the artwork, including monitoring by cameras that record activity.

3. Installation

For this exhibition, all 2D art work must be **unframed** and able to be displayed using 4 standard pushpins.

All work must include the artist's name and title of the piece on the back or bottom of the piece.

NOTE: Your signature confirms that you agree to the Spruill Center's 35% commission for work sold and that you exhibit your work at your own risk. The Spruill Center cannot be held responsible for damage or theft of the artwork.

Artist's Signature: _____ Date: _____

For the Spruill Center: _____ Date: _____

Spruill Center FOR THE Arts
EDUCATION CENTER
HALLWAY GALLERY EXHIBITION INVENTORY SHEET

Information Contact: Jennifer Price
Phone: 770-394-4019 ▪ Fax: 770-394-6179 ▪ email: jprice@spruillarts.org

UNFRAMED II
FEATURING ALL THINGS UNFRAMED
March 18 – May 14, 2019
Closing Reception, Tuesday May 14, 6-8pm

This is an all medium exhibition. The only requirement is that all 2D art work must be **unframed** and able to be displayed using 4 standard pushpins and all work must include the artist's name and title of the piece on the back or bottom of the piece.

ARTWORK:

1 to 3 pieces per artist; remember to write your name on the back or bottom of each piece

Price: Show the Retail Price ($\$ \text{ Artists wishes to receive} \times 100 / 65 = \text{Retail Sale Price}$
ex: If my work sells I would like to receive \$75, so... $(75 \times 100) / 65 = \$115.38$; Price: \$116

POR = Price on Request. Please provide the price **AND** check the line marked POR. Please note that only POR will appear on the title card if this line is marked.

NFS = Not for Sale

Item 1: Title: _____ Price: \$ _____

Medium: _____ POR \$ _____ NFS _____

Instructor & Class: _____

Item 2: Title: _____ Price: \$ _____

Medium: _____ POR \$ _____ NFS _____

Instructor & Class: _____

Item 3: Title: _____ Price: \$ _____

Medium: _____ POR \$ _____ NFS _____

Instructor & Class: _____