

Member Artist Gallery  
EXHIBIT CONTRACT

Cedar Key Arts Center  
PO Box 949  
Cedar Key, FL 32625

Artist's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/St/Zip: \_\_\_\_\_

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

Exhibit Title: \_\_\_\_\_

Number of Pieces in the show: \_\_\_\_\_ NOTE: list of items, price and artist contact information must be given to the Cedar Keyhole in order from them to process sales.

Exhibit rules/regulations/fee and schedules:

1. No Fee.
2. Member artist, along with a member of the MAG Committee, is responsible for:
  - Hanging, maintaining and taking down his/her show – including labeling of pieces with title (if applicable), medium (if applicable), artists name, and price (cards provided by the arts center if needed).
  - Providing a brief bio to be displayed in the small gallery.
  - Providing a list of all pieces, title, price (or not for sale) along with the artist's name, address, and contact information. A copy of this list must be given to the Cedar Keyhole to assure payment for sold items.
  - The MAG and artist should decide who will create and post promotional brochures outside the Arts Center and/or around town.
3. Commissions on sold items are divided as follows (75% to artist, 20% to CKAC, 5% to Keyhole for processing).
4. Shows generally run 4 weeks. If a Main Gallery show is expected to need the small gallery space there would be not a featured artist scheduled for that month.
5. An article in the paper and newsletter will be written about the featured artist whenever possible.
6. Postcards may be sent to the CKAC membership, but this would be done at the artist's expense.
7. MAG Committee is responsible for the ultimate selection and subsequent scheduling of feature artists.

**NOTE: The Arts Center does not have insurance to cover any loss or damage to artwork. Artist submits work as an independent contractor subject to the Arts Center's rules regulations, fees and schedules.**

\_\_\_\_\_  
Artist Signature

\_\_\_\_\_  
MAG Committee Member

\_\_\_\_\_  
Date