



Cedar Key Arts Center  
MEMBER ARTIST GALLERY  
**EXHIBIT CONTRACT**

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

Artist Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

SS#: (required in order to issue payment) \_\_\_\_\_

Number of art pieces included in the show: See Attached List # of Items: \_\_\_\_\_

Responsibilities and Understandings:

- No fee.
- Artist is responsible for hanging, maintaining and taking down his/her show including exhibit cards that include artist name, artwork title or description, price (or NFS) and item number (see below) unless arrangements have been made otherwise with Gallery Committee.
- Artist is responsible for numbering all items and providing a list of items to be sold that includes Item #, Title or Description, and 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.
- Artist is responsible for providing a brief bio to be displayed in the small gallery.
- The Arts Center will be responsible for publicity including local newspapers, flyers around the community, Arts Center website and Facebook page, announcements in the Arts Center newsletter and monthly membership updates. If additional mailing (postcards) are desired, the artist is responsible for all costs, however, Arts Center will provide an address list of members upon request.
- 75% of the sale price goes to the artist and 25% of the sale price of any item sold during the exhibit or subsequently because of the exhibit will go to Arts Center.

NOTE: The Arts Center does not have insurance to cover any loss or damage to artwork.

Artist Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Board Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_