



# Gallery Exhibit Contract

## Annual Student/Faculty Art Exhibit

June 29 through August 1, 2018

Students and instructors, it's time to start thinking about showcasing the art you have made in conjunction with classes or workshops at Valley Art Center. The Annual Student & Faculty Exhibit is a wonderful opportunity to get your art on the wall where people can appreciate your hard work and creativity! Every VAC student who has attended between June 2016 and June 2018 is invited to submit artwork that has not yet been exhibited in a show at VAC. Faculty are invited to submit any one work of art that they created in the same time period. 2D pieces must be properly framed and wired.

### IMPORTANT DATES

#### *Artwork Delivery Dates*

Thursday, June 14, 4–6 p.m.

Friday, June 15, 8–10 a.m.

Saturday, June 16, 10 a.m.–2 p.m.

#### *Artwork Pick Up Dates*

Thursday, August 2, 4–6 p.m.

Friday, August 3, 8–10 a.m.

Saturday, August 4, 10 a.m.–2 p.m.

VAC does not have the resources to store art.

Daily storage fees may apply for unclaimed art.

*Artists are encouraged to attend:*

Opening Reception Friday, July 6, 2018, 6–8 p.m.
--------------------------------------------------

# 2018 Annual Student/Faculty Art Exhibit

## Entry Procedure and Eligibility

- **Entry fee \$10. No Refunds.**
- Students are invited to submit any one work of art that they created in a class or workshop at Valley Art Center (VAC) **between June 2016 and June 2018**. Faculty are invited to submit any one work of art that they created in the same time period.
- Deliver your art, entry fee and entry paperwork on Thursday, June 14, 4–6 p.m; Friday, June 15, 8–10 a.m.; or Saturday, June 16, 10 a.m.–2 p.m. If you are sending a friend to deliver your art, please make sure you have filled out and signed the contract and send it, and the entry fee, along with the artwork.
- Art that has been previously displayed at Valley Art Center is not eligible.
- All artwork must be properly finished and ready for exhibit

(All 2D work **MUST** be wired for hanging—**NO SAW TOOTH HANGERS**)

**\*2D artwork not properly wired will not be accepted.**

**\*\*Please review framing guide at [www.valleyartcenter.org](http://www.valleyartcenter.org)**

- Each piece must be clearly labeled with **TWO** entry tags per piece. For curating and jurying purposes, the tags should be separated and attached carefully, on the back as well as folded over to the front of 2D work and on the bottom as well as folded over to the front/top of 3D work
- All art work must be original and completed by entering artist. Accepted media include: oils, acrylics, watercolor, drawing, printmaking, photography, mixed media, collage, textiles, jewelry, glass, sculpture, ceramics, enamel, and metalwork. No kits or molds, unless the mold is the original work of the artist. Reproductions of the artist's original art and copies of other artists' work are ineligible.
- Valley Art Center reserves the right to refuse any artwork deemed unacceptable based on presentation and/or content or lack of relevance to the theme or pieces valued above \$20,000.
- 2D work that is more than 4 feet by 4 feet and 3D work that is larger than 3 feet square may be limited by VAC staff.
- Every precaution is taken in handling piece(s) during installation and the exhibition. While on VAC premises, insurance is carried for fire, burglary and theft and is liable to the exhibitor only to the extent of its recovery under said policies. VAC reserves the right to refuse any artwork deemed “too delicate” to adequately protect during normal handling by VAC staff. Artist **MUST** sign a waiver assuming **ALL** responsibility of said artwork during installation, exhibition and dismantling of exhibit. VAC will only cover artwork should any of the above stated situations occur while artwork is on exhibit. Valley Art Center encourages all artists to carry insurance on their own artwork.

*Continued on next page→*

- Artist shall be responsible for costs of delivery and insurance of the exhibited works during transport to and from VAC.
- Artist agrees to work being displayed throughout exhibition dates. **Artwork may not be removed earlier than August 1, 2018 at 4pm.** VAC shall have the right to show and use the items exhibited for the purpose of sale to its customers unless pieces are marked NFS (not for sale) by the artist. **If NFS, replacement value is required on the entry form.**
- If you are sending a friend to pick up your art, please call or email in advance so we know whom to release the art to.
- VAC keeps **40% commission** on the selling price of all artwork (unless NFS). VAC shall pay the agreed amount (60% of marked price) to the exhibitor by Friday, August 31, 2018 (30 days following the end of the show on August 1, 2018).
- **VAC does not have adequate storage space to hold work after designated pick-up dates and times.** Please note VAC will grant a grace period of 5 business days, after which artists will be charged a storage fee of \$5 per day which must be paid upon retrieval. If the artist knows there will be a conflict which prohibits pick-up during designated dates and times, the artist must arrange an appointment with the gallery manager for the artist or artist's named representative to ensure pick-up before the end of the grace period.
- All artists are invited to the Opening Night Reception—Friday, July 6, 2018 from 6-8pm.
- Donations of savory or sweet finger foods are graciously accepted to keep gallery costs down.
- **Participation in this exhibition implies agreement to the stated conditions of the exhibition including permission to photograph displayed work for documentation and publicity purposes.**
- **These terms may only be changed by written amendment signed by VAC.**

# 2018 Annual Student/Faculty Art Exhibit — Artist Contract

Please complete all fields and return to Valley Art Center when dropping off accepted artwork.

Name \_\_\_\_\_ Phone \_\_\_\_\_  
*first last*

Address \_\_\_\_\_

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

Email \_\_\_\_\_

-May we give contact information to the press if requested? Yes\_\_\_ No\_\_\_

-FRAGILE ARTWORK WAIVER (if applicable, include with contract) Yes\_\_\_ No\_\_\_  
This includes FRAGILE and/or any ARTWORK NEEDING SPECIAL or SPECIFIC HANDLING INSTRUCTIONS. Artist has the right to withdraw any artwork for consideration once reviewing the terms of the waiver.

I AGREE TO THE AFOREMENTIONED CONDITIONS OF THIS EXHIBIT:

Artist Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Guardian Signature if the artist is under the age of 18 years)

**\*Please fill out all fields below for each artwork. Title exactly as you'd like it written. For medium indicate as follows, for example: Oil pastel on board or Silver gelatin print or Stoneware with glaze.**

.....  
Please fill out all fields below for artwork to be exhibited

Title \_\_\_\_\_

Medium \_\_\_\_\_

Price/NFS \_\_\_\_\_ If NFS, Replacement Value \_\_\_\_\_

Class/Session/Year \_\_\_\_\_

Instructor \_\_\_\_\_

**Entry Fee, \$10.**

CASH

CHECK: # \_\_\_\_\_

V | MC | D | AMEX : \_\_\_\_\_

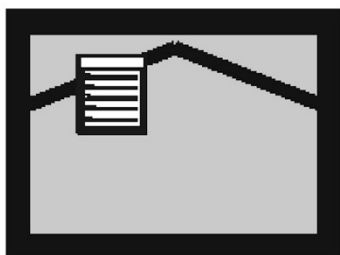
Expiration: \_\_\_\_\_ / \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

Fill out, cut apart, and attach **BOTH** tags.  
Each artwork gets **TWO** tags



Do not tape to any surface that may be damaged by the tape



1 tag attached underneath or on the back



1 tag attached inside or on the back & folded over to the front

**BACK**

Name

---

Phone

---

Title

---

Medium

---

Price

---

**FRONT**

Name

---

Phone

---

Title

---

Medium

---

Price

---

# FRAGILE ARTWORK WAIVER

(\*\* COMPLETE IF ARTWORK IS FRAGILE\*\*)

Valley Art Center (VAC) reserves the right to refuse any artwork deemed “too fragile” to adequately protect during normal handling by VAC staff and volunteers. Artist MUST sign a waiver holding VAC harmless for any damage the piece may incur while on VAC premises.

I, \_\_\_\_\_, would like to submit artwork deemed fragile:  
(artist name)

\_\_\_\_\_  
(title of artwork)

constructed using \_\_\_\_\_  
(materials used in piece)

valued at \_\_\_\_\_ for \_\_\_\_\_  
(value of piece) (gallery exhibit)

I acknowledge that the above listed artwork has been deemed “fragile.”

\_\_\_\_\_  
(artist signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(artist-print name)

\_\_\_\_\_  
(contact phone number)

\_\_\_\_\_  
(email)

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(city)

\_\_\_\_\_  
(zip)

\_\_\_\_\_  
(VAC staff signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(VAC staff name)