

WEST COAST GALLERY

NEW ARTISTS' CONTRACT AND DISCLAIMER

I,

hereby give the West Coast Gallery, Piha

please tick... () **30%** commission on the sale of my work () **45%** commission on the sale of my work

I understand that should I wish to become a volunteer, I will need to undertake a training session to ascertain whether this option is suitable, and if so my commission rate will be 30% on the sale of my work. I understand that in exchange for the volunteer commission rate I undertake to volunteer in the gallery for at least 5 x 3 hour sessions per year. If I am unable to volunteer for the required number of sessions my commission rate will revert to the non-volunteer commission rate of 45%.

I accept that my work will be displayed and gallery labels printed by the Gallery Co-ordinator. I understand that artists are not to hang or display their own work. It is my responsibility to supply the work clearly labeled with my name, retail price, title and medium. I am also to accurately fill in the gallery stock sheets, and update the stock sheets when removing items from the gallery.

I understand that all work submitted and displayed is at the discretion of the Gallery Co-ordinator. All artwork must be original and in good condition, made solely by the artist(s), new to the gallery, and ready for hanging in a safe and professional manner. I understand that if I wish to submit work in a new medium, it will need to be considered and approved at a trustee meeting before it can be displayed.

I understand that ownership of artworks remain the property of the artist until sold. That proceeds from the sale of artworks, minus the West Coast Gallery commission, shall be held in trust for the artist until the artist is paid in full.

I acknowledge that any loss, theft or damage to my artwork is not the responsibility of the West Coast Gallery, but in certain circumstances, if there is a breakage or damage the West Coast Gallery will endeavor to reimburse the wholesale cost to the artist under negotiation via the Gallery Co-ordinator. Transit of artwork to and from the gallery is the responsibility of the artist.

I understand that I will be notified when work has been taken out of display and I will undertake to collect it promptly. I understand that work left in storage at the gallery after six months (and repeated contact attempts) will become the property of the West Coast Gallery and may be sold to defray gallery expenses.

Copyright: Images of the artist's work, exhibition and publication text remain the property of the artist. I give permission for West Coast Gallery (WCG) to use images of my art works for publicity including the WCG Website and Facebook page and for the use in the WCG archives.

Signed:

Date:

New Artists' Contract and Disclaimer updated by West Coast Gallery Board of Trustees, March 2016