



# Haywood County Arts Council

86 N. Main Street  
Waynesville, NC

828-452-0593  
www.haywoodarts.org

*HCAC Gallery & Gifts* Contract for: **Artist Member Exhibit**

**Exhibition Dates: July 1 – July 30**

**Reception Dates: Art After Dark – July 1**

Thank you for working with Haywood County Arts Council, (HCAC) on presenting this exhibit of your art. HCAC strives to present a diversity of excellent artwork in our *HCAC Gallery and Gift* space. All exhibits will be group shows.

**Delivery on:** (date & time) **June 27-28**

**Installation on:** (date & time) **June 29-30**

**Pickup:** Unsold artwork must be picked up on: **Aug. 1-2** - any work left for ninety days after end of show becomes property of HCAC

**Publicity:** Artists must provide, via e-mail or CD, a bio and/or artist's statement, along with minimum of two photos of works with title, description, size, and price (four weeks before **delivery date**) **June 15, 2016**

All works must be for sale, unless by prior agreement with **Exhibit Coordinator**.

**Inventory:** Complete exhibit inventory form due (three weeks before delivery date) using the form included with the contract. The Arts Council will provide labels for the artwork giving *artist's name, title of work, dimensions, medium, and price* from this form. The sale price listed by the artist **MUST** include the commission.

**Opening Reception** is (Date & Time) **July 1, from 6:00 – 9:00 p.m.** Attendance of artists is required at each of the opening receptions. Group show participants will provide refreshments. HCAC will provide a table, cups and napkins.

**Sold:** Artwork that is sold will be allowed to be removed by the buyer during the exhibit. Artists are asked to provide a replacement piece of similar size for the rest of the exhibit. HCAC will notify you when necessary.

Each exhibit is a **Partnership** between the artist and the Arts Council.

- a. A minimum of one shift of gallery sitting (3.5) hours is required during the show by every exhibitor.
- b. Artists, or their representatives, must be present to help install the show. See above for Installation date.
- c. Attendance of artists is required at all opening receptions.
- d. Reception food and drink must coordinate with :

\_\_\_\_\_ GalleryGifts@HaywoodArts.org

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info@haywoodarts.org



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If a work is sold or a commission made within 30 days of the close of the exhibit, as a result of the show at HCAC, an acknowledgement of the partnership with HCAC of 10% of the sales price would be appropriate.

Haywood County Arts Council will collect and pay **Sales tax**, and handle all sales for the exhibit. Haywood County Arts Council will retain a commission of 40%, with the balance being paid to the artist by check after the exhibit closes. Staff and/or trained volunteers will handle all artwork with extreme care. ***Artists are strongly encouraged to insure their artwork. The Arts Council has limited insurance on artwork in its possession.***

**HCAC reserves the option of rearranging displays and excluding objectionable works of art. Exhibit Coordinator for group shows will work in conjunction with the HCAC representative throughout the hanging process.**

**Please sign and return this *HCAC Gallery & Gifts* contract immediately to: Gallery Coordinator, P.O. Box 306, Waynesville, NC 28786.** A copy of the signed contract will be returned to you.

Thank you very much for the opportunity to exhibit your work. On behalf of the Haywood County Arts Council, I hope that you find this exhibit a rewarding experience.

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[info@haywoodarts.org](mailto:info@haywoodarts.org)



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## Haywood County Arts Council Gallery & Gifts Contract

Contract for: \_\_\_\_\_

I, \_\_\_\_\_  
(Artist's signature) agree to the terms and conditions stated by the Haywood County Arts Council.

Date: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Artist Name (if different from given name): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Website: \_\_\_\_\_

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

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

City: \_\_\_\_\_

State & Zip Code: \_\_\_\_\_

*Please list your show inventory below:*

Title	Medium	Size	Price