

ARTIST EXHIBIT PROGRAM EXHIBIT AGREEMENT



Artist Name (ARTIST): _____

Address: _____

Cell Phone: _____ Alternate Phone: _____

Email: _____

Website: _____

SECTION I- TERMS

1. Clackamas County Arts Alliance (“CCAA”) and ARTIST agree to exhibit artwork (ARTWORK) submitted to and selected by CCAA for the 2018 Artist Exhibit Program (2018 AEP). If, at the time of exhibit, the ARTWORK is not available for exhibit, ARTIST may submit substitute artwork that is substantially similar in medium and size as submitted in ARTIST’S application. CCAA reserves the right to accept or reject substituted ARTWORK(s).
2. CCAA shall deliver a 2018 AEP Exhibit Notification (NOTIFICATION) to ARTIST via email approximately 2 months prior to exhibit. NOTIFICATION will include exhibit details including, but not limited to: exhibit location, exhibit period, number of ARTWORKS, delivery date and time, pickup date and time, label information and artist statement/biography request.
3. ARTIST understands and agrees to the following:
 - a. All ARTWORK will remain on exhibit during the exhibit period. _____(initials)
 - b. ARTWORK listed for sale shall remain on exhibit for the duration of the exhibit period even if it is sold. _____(initials)
 - c. If an ARTWORK sells during the exhibit period, ARTIST is responsible for negotiating sale and accepting payment from purchaser. CCAA does not charge a commission for sales and ARTIST will retain 100% of sale. In the event an ARTWORK sells, ARTIST shall notify CCAA so the artwork can be marked “sold”. ____ (initials)
 - d. Only CCAA may remove or install any artwork in exhibit venue(s). _____(initials)
 - e. ARTWORK shall be delivered ready for installation in accordance with Artwork Preparation Guidelines (GUIDELINES) as outlined in Section II below.
 - f. ARTIST shall provide all information requested by CCAA at least two (2) weeks prior to exhibit installation date listed in the NOTIFICATION. _____ (initials)
 - g. If ARTIST is contracted with another gallery, ARTIST shall be responsible for notifying gallery of their acceptance to the 2018 AEP. If the gallery requires co-identification, ARTIST shall provide such information to CCAA. _____(initials)
 - h. ARTIST shall be fully responsible for insuring or self-insuring all ARTWORK on exhibit against any damage or loss. CCAA shall exert all reasonable effort to protect the artwork from theft, vandalism, or other damage. ARTIST further agrees to hold CCAA harmless for any ARTWORK damage or loss during transport and during exhibit. _____ (initials)

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- i. ARTIST permits CCAA use of ARTIST’S name and electronic reproductions of ARTWORK in CCAA publicity efforts. ARTIST shall exert all reasonable effort to include Clackamas County Arts Alliance as curator and co-sponsor of the exhibition in ARTIST’S marketing efforts. ____ (initials)

SECTION II – ARTWORK PREPARATION GUIDELINES

1. ARTIST shall provide ARTWORK which is clean, in good repair and stable.

a. Two-dimensional artwork preparation:

- I. ARTIST shall have identification attached to the back of all ARTWORK including ARTIST name, contact information and title of ARTWORK.
- II. ARTWORK shall include hanging hardware which complies with the gallery hanging system provided by CCAA. CCAA provides exhibit preparation training through video and an orientation to all artists.

b. Three-dimensional artwork preparation:

- I. ARTIST shall have attached identification including ARTIST name, contact information and title of ARTWORK.
- II. ARTWORK must fit within designated display case. CCAA will provide ARTIST with maximum sizes in NOTIFICATION.
- III. ARTIST may include display materials and/or props for displaying ARTWORK. CCAA reserves the right to approve additional display materials or props.

In Witness Whereof, the parties have agreed to this Exhibit Agreement as of the date set forth below.

ARTIST

Cheryl Snow, Executive Director
Clackamas County Arts Alliance

Date

Date