



9-1/2 EAST PARK ROW • CLINTON NY 13323 • 315.853.8871 • WWW.KACNY.ORG

INTERNATIONAL SMALL WORKS EXHIBITION AGREEMENT

I, _____ agree to exhibit my artwork at the Kirkland Art Center from **December 5th 2017 – January 5th 2018** as part of the Annual *International Small Works* Exhibition.

Artist's Name:
Address:
Telephone:
Email:
Website:

Fee to exhibit: \$10 per piece (*Non-Members*) / \$5 per piece (*KAC Members*)
Maximum Submissions: 3 works per artist (*All pieces for sale must be priced at \$250 or less*)
Maximum size: 22" x 30" (*no minimum size*)

Reception: December 10th 2017 4:00 – 6:00 pm

** Please indicate if you are able to attend the reception **

Yes

No

If your piece is NOT FOR SALE, please write NFS but still indicate the value for insurance purposes.

PRINT CLEARLY

Title of Work	Medium	Price / Value
1.		
2.		
3.		

Labeling Artwork:

Each piece must include the following information affixed to the back of artwork:

Artist's Name Phone Number Title of Work Price / Value

The artist is responsible for drop off/delivery to and pick up from the Kirkland Art Center.

Delivery: Work must be delivered or received by: **November 30th between 9:30am – 4:00pm**
(You may make arrangements with our business office to drop off work earlier than 11/30/17)

Return: Work must be picked up by: **January 12th 2018**

The artist has agreed to:

- Pick up work, or have picked up by approved person: _____
 - Included return postage, packaging, and label for return of work
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Insurance: The Kirkland Art Center carries a Fine Arts Coverage insurance policy on art works exhibited in its gallery. We recommend that you also carry insurance on your works.

Sale of works and commission policy:

A check will be written to the artist within 30 days after the show closes. The Kirkland Art Center retains a 30% commission on all sales. *Sold works will hang until the end of the exhibit.*

Two Dimensional Works:

All two dimensional artwork must arrive “ready to hang.” Preferably a hanging wire should be installed on the back of the piece. Saw-tooth and cleat hanging systems are also acceptable.

- Maximum size: 22” x 30”

Sculpture:

Free-standing sculpture will be installed by the artist. The KAC has a limited number of pedestals. Please consult with KAC to reserve one.

Installation Art:

All installation artwork must be submitted for approval by the Executive Director. Installation artists must submit a schematic, plan or detailed drawing that includes location within the gallery. The submission must include a list of all materials to be used. Installation art must not block any doors or necessary walkways. The work also cannot pose a safety concern.

Installation artists must return the gallery to its previous condition at their personal expense.

Installation artists are responsible for the installation and de-installation of their artwork.

A **\$25/ hour fee** will be charged for any de-installation / clean up that is required.

Abandoned Artwork:

All artwork left **60 days** from the closing of an exhibition will become property of the Kirkland Art Center.

Artist requests for possible consideration:

The Kirkland Art Center thanks you for participating in its exhibition program. If you agree with the terms of this agreement, please sign one copy, either by email or regular mail. Please include your artist statement when sending back this agreement.

Artist Signature

Date