

# Consignment AGREEMENT

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ e-mail \_\_\_\_\_

Please take your time and print this clearly

- The consignments works must be of the Artist consignor and are owned free and clear by said artist consignor.
- The artist is responsible for matting, framing, and wiring of the art work so it is ready for sale. The artist is also responsible for making out the Gallery Card to go with the art work.
- The works shall only be sold at the price specified. In the event of a sale during a special show or if the item is in the Gift Shop a 10% commission shall be retained by The Art Club if the artist is a club member and 20% will be retained for non members.
- \* Sales Tax will be collected at the time of sale and included in the check issued the artist . He or she is to file and pay those sale Taxes. Checks normally are issued to the artist within 45 days of the sale.
- \* If the purchase is made with a credit card, a 5% charge will be deducted from the check to cover the charges to the Club.
- During the consignment period normal precautions will be taken to safeguard the Artist work. But The Madison Art Club will not be responsible for any loss or damage to art work in the Gallery or the Gift Shop. This risk is at the artist expense.
- All normal exhibiting artists will pay their wall space rent for the month the club holds its annual art show but their normally exhibited work will be removed. They will donate their wall space for that month. These funds pay the rent and help us keep down the cost of our annual show, and we all need to thank these people.
- The artist understands that any consigned work may be photographed and or published to promote a show or the Club.
- No nudes will be permitted to hang in the gallery. Any artwork deemed inappropriate by the Gallery Chairperson or the Club's Board of Director's will not be hung.

*Please acknowledge acceptance of these terms and conditions set forth herein by signing below.*

Artist \_\_\_\_\_ Date \_\_\_\_\_

## Special shows in the Gallery

During special shows in the Gallery, members of the Club experiencing a sale, will be charged 10% of the purchase price.

Artist that are not members of the Club are normally charged 20%.

If the buyer uses a credit card for the purchase of this items an additional 5% will be charged.

Any and all of the these charges are to offset the cost the Club encounters in the production of special events and shows in the Gallery. We hope you understand. It is our goal to keep the cost as low as possible to you so you in turn may pass these savings on to our patrons.