

Art Manchester Agreement

The Southern Vermont Arts Center, Inc. ("SVAC") and _____ ("Artist") now agree as follows:

1. The Artist wishes to participate in Art Manchester ("Program") and place his or her work in a space leased by SVAC ("Leased Premises") in various retail locations in downtown Manchester for a minimum of two weeks.
2. The dates of the Artist's participation will be from _____ to _____.
3. The SVAC reserves the right, at its sole discretion, to not display any work submitted.
4. All works submitted must be original: not reproductions, not done under supervision, and not made from a kit or pattern.
5. All works submitted must be available for sale - no works that are not for sale or pre-sold.
6. The Artist is responsible for installing and removing all art work.
7. The SVAC will not provide staffing. The Artist is responsible for all staffing at the Leased Premises.
8. The Artist agrees that the Leased Premises will be open every Friday, Saturday and Sunday from the hours of 10:00 AM to 6:00 PM during his or her occupancy. It may be open other days at the Artist's discretion. .
9. Artists are responsible for all shipping, handling, and moving costs involved in having their art in the Program.
10. Artist agrees that SVAC may use high resolution images of the artwork for marketing.
11. SVAC and Art Manchester LLC will provide group publicity for the exhibition.
12. The Artist is responsible for handling all sales transactions including collection and payment of the 7% sales tax on all sales.
13. The SVAC will charge **no commission** on art sales or rent for the use of the Leased Premises.
14. The Artist acknowledges that it is the Artist's responsibility to insure his or her works against loss due to damage, theft, or other causes while on the SVAC property, whether owned or leased by the SVAC, or while in transit to and from the SVAC, and, in the event of such damage occurring, the Artist agrees to hold the SVAC harmless.
15. The Artist agrees to report any damage done to the Leased Premises immediately; failure to do so will result in the Artist becoming responsible for any necessary repairs.
16. The Artist is responsible for keeping the leased premises clean, including trash removal.
17. Art Manchester will provide window signage. No other advertising or signage is allowed on or outside the leased premises: not flags, sandwich boards, easels, banners etc.

Agreed and Accepted

Date _____

Artist

Address

Phone & email

Date _____

Southern Vermont Arts Center, Inc.

by _____
Duly Authorized Agent of the SVAC