

Between: **Caroun Art Gallery** (hereafter referred to as CAG)
1403 Bewicke Ave, North Vancouver, BC, V7M 3C7

And Artist:

Name:

Address:

Phone: Email:

I- Exhibition Details (Call for Artists)

a) Exhibition Title:

b) Exhibition Dates: **14 days**, fromto

c) Opening Reception Date & Time: **4-8 pm**,

II- Artist's Responsibilities

1) Provide CAG with the following information, at the time of registering for exhibition:

- 1-1) A current artistic biography, resume and statement in "Word 2003" program and a printed copy (for use in website and installing at the entrance of CAG during the exhibition)
- 1-2) Information and images for press releases; high resolution (300 dpi) digital images
- 1-3) List of works for the exhibition, including title, size, medium and sale price...
- 1-4) Installation requirements, if any.

2) Works should be framed completely, including wire at the back (*Paintings on Canvas may not be framed, but ready for hanging*). Works will be delivered to the gallery by the artist on the determined date of the call. Works should be removed at the last day of the exhibition by the artist 8pm.

3) The artist is responsible for packaging, shipping, delivering, removing, pick-up and insurance of work during transport to and from CAG, and during the exhibition at CAG. Artists should attend and do everything themselves. CAG has no responsibility for the damage or lost of the artworks during shipping, delivery, exhibit, removing, pick-up and returning, and this is the artist's responsibility.

Date Artworks are to be delivered:

Date for Pick-up:

4) Allow the works in the exhibition to be photographed (or making film for TV) for purposes of reports, documentation and publicity; allow limited of reproduction of his/her images for non-commercial use.

Mostly visitors take photos of the works. By signing this contract, artist let public to take photo of his/her works.

5) Local artist must attend at the opening day, and must be available during the period of the exhibition to deliver an artist's talk or demonstration workshop or any other work.

6) Labels of the works should be made by the artists on a white board, including "Title", "Name of the Artist", "Media" and "Date".

III- CAG Responsibilities

1) Promote the exhibition through regular membership mail outs, press releases and regional galleries. All the materials must be delivered to CAG one month before the date of exhibition by the artist.

2) Coordinate sales of artworks. The CAG receives 30% administrative fee from purchased works in the period of the duration of the exhibition plus thirty days after the exhibition ends. HST is charged on all sales. Artworks must remain in the art gallery until the end of the show.

IV- Costs

All the costs of the exhibition must be paid by the artist(s) at the time of registration:

- 1) Exhibit Fee is \$100 for local artist and \$110 for International artists and artists out of Vancouver. This is a cost for each artist in group exhibition. HST will be added. (30% of sale goes to CAG as mentioned.)
- 2) CAG Annual membership Fee is \$50 (+HST) for local artist for one year; International artists: \$65
Artists will be a member of the gallery for one year. Each artist will have a gallery, including a text and 12 picture of his/her works at the related section of Caroun. Members of CPC & Caroun.com do not need to pay this fee. This is a non-refundable payment.
- 3) Delivering, handling, packaging and shipping to and from CAG must be done by the artist(s). CAG has no storage, and delays for removing the works costs \$75 (+HST) for each day. Artists out of Greater Vancouver and international artists, who cannot attend the CAG, must pay all the costs plus 35%. HST will be added. Customs, taxes... plus %35 need to be paid by the artist(s).
- 4) Installation and removing the works must be done by the artist(s).
- 5) Reception should be done by the artist(s) and he/she/they must pay all the costs. Artists, out of Vancouver, need to pay \$25 (+\$3 HST) for item 4 & 5.
- 7) All the costs should be paid in advance, at the time of registering.

V- Other

- 1) CAG can cancel the exhibition up to 3 months before the date of exhibition; all the refundable payments will be refunded.
- 2) By signing the contract, artist(s) accept to do due to the rules of CAG, otherwise CAG will cancel the contract at any time, without refunding any payments.
- 3) Artist(s) can cancel the exhibition 6 months before; Exhibit Fee will be refunded. Exhibit Fee is not refundable after that time.
- 4) This contract will change time to time by CAG, and artist(s) will accept it.

VI- Works' Title, Size & Prices

- 1)
- 2)
- 3)
- 4)

Fees paid by the artist:

- 1) Membership fee:
- 2) Gallery Fee:
- 3) HST:
- Total:

Artist signature

Date

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CAG

Date

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VI- Release of Artworks/Payments

The amount of \$..... is paid to the artist Cash/by the Cheque No. for the sold works.

All the Artwork(s) (No.:) by the above mentioned artist was returned from Caroun Art Gallery to the artist in good order.

Name (artist):

Artist signature

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Date

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