
Administrative Rules

Rule 1.6.1.C Appendix C – Sample Art Exhibit Agreement

Sample Exhibit Agreement between Art Committee and Artist

ART EXHIBIT AGREEMENT

_____ (Exhibitor), and the _____ Library Art Committee (collectively referred to as “the Art Committee”), agree as follows:

- Exhibits.** Exhibitor may exhibit works of art approved by the Library Art Committee at the _____ Library from _____ to _____ at locations designated by the _____ Library Art Committee. Exhibitor or Exhibitor’s representative may not remove an exhibited work from the library without signing the Art Committee’s copy of this agreement, acknowledging return of the artwork to Exhibitor or Exhibitor’s representative.
- Control of Artworks; Advertising.** Exhibitor will maintain ownership of all exhibited artwork at the library.
- Sale and Delivery.** The sale or delivery of exhibited works of art shall be conducted only by the Exhibitor or the Exhibitor’s representative; neither negotiations for the sale, nor transfer of the art shall occur on library premises.
- Damage, Destruction and Theft.** The Library District will insure works of art against vandalism or theft. Artists will be required to provide evidence of the value of the displayed item either through appraised value or based on past sales. The District’s insurance agency shall have final say over the value of displayed items. Exhibitor specifically agrees to not bring and waives any and all claims, demands, actions or suits against the Art Committee, the Library, its officers, agents or employees, on behalf of Exhibitor or any insurer of Exhibitor’s work, for any damage, destruction or loss of any nature suffered by the Exhibitor or Exhibitor’s work of art.
- It is the responsibility of the Exhibitor** to pick-up works of art after the expiration period described above. The Art Committee will attempt to notify Exhibitor of the need to remove Exhibitor’s works of art, but shall not have a duty to do so. If an exhibited work of art is not removed within 60 days after the expiration of the exhibition period, the exhibited work shall be

deemed abandoned by the Exhibitor and the work of art shall be donated to another charitable organization for disposal.

6. **Exhibitor shall immediately notify the Art Committee** of any change of address or telephone number. In case of death of the Exhibitor, the Exhibitor's legal representative shall provide the Art Committee with the name, address and telephone number of the person responsible for the decedent's property.

EXHIBITOR

Art Committee Representative

BY: _____

BY: _____

DATE: _____

TITLE: _____

TELEPHONE: _____

DATE: _____

ADDRESS: _____

DESCRIPTION (Title and medium)

VALUE (For multiple submissions, attach a list with the value of each piece.)

Signed: _____
(artists signature)

Dated _____

ARTIST REPRESENTATIVE (If necessary)

I Authorize _____ to be my representative and to deliver or pick-up my artwork.

Signed: _____

Dated _____

ARTWORK RETURNED TO ARTIST

Receipt of my artwork is acknowledged and it is no longer in the Art Committee's possession.

Signed: _____
(To be signed by artist or above authorized representative)

Dated _____

ART COMMITTEE REPRESENTATIVE

Receipt of my artwork is acknowledged and is no longer in the Art Committee's possession.

Received by: _____

Dated _____

(Art Committee representative's Name/Title)