

Dear Exhibitor,

Thank you for your interest in participating in the Gateway Arts Center Regional art exhibit titled "The Depth of Regional Talent". We are excited to show the tremendous artistic creativity that flourishes in our area.

Each participant is invited to send at 10 works to best represent your organization. The fee is 25.00 to cover cost of promotions and utilities. It is payable on-line or by mail:

Location: East Windsor/Lucky Streets

Address: 213 E Windsor Street, Westminster, SC. 29693

Business Hours: [regular season]:

Monday-Thursday 10-5

Friday 10-3 [closing varies during events]

Saturday 10-3

Contact Information:

[Office] 864-613-2211

[Cell] 727-457-5274 Melody Davis -text or call.

Email: gatewayartscenter213@gmail.com

Visit: gatewayartscenter.net to learn more

The following agreement and inventory form can be completed and emailed back to our office.

Sincerely,

Melody Davis

Exhibitor's Agreement Form

Organization Name: _____

Representative Name _____

Address _____

City _____ State _____ Zip _____

Phone(s) _____

E-mail _____

Website _____

1. Show Title and Duration:

Delivery or Pick Up Date:

Pick Up Location:

Pick Up Contact:

2. ELIGIBILITY: Items submitted must conform to the following limitations:

- Work must be framed, matted and under glass (if appropriate), and securely wired for hanging (no clip mounting or toothed brackets will be accepted).
- Fiber art/quilts must be ready for hanging with appropriate support and hardware provided.
- Three-dimensional work must be completely assembled, sit solidly on a flat surface or be properly mounted for hanging.

3. LISTING OF ITEMS: The exhibitor(s) will provide a list of each individual item to be shown, stating its item identification, title or description, media, artist's name (if more than one artist), and either the sale price or NFS and an insurance value (if the item is not for sale)

4. INFORMATION FOR PUBLICITY: Provide a brief bio on your organization.

5. Opening Event: March 29 FRIDAY or March 30 SATURDAY as agreed upon by the exhibitors

6. DELIVERY/SET UP OF WORK: Exhibitors are responsible for proper packing of the work to be picked up by Gateway Arts Center. Each item is to bear an identifying tag that corresponds to its listing.

7. SALES: Gateway Arts Center receives a 35% commission on sold work. All work will remain on site until the show has ended

8. PICKUP OF WORK: TBD

9. LIABILITY: Work submitted for exhibit will be handled with the utmost care however, in spite of all precautions, damage may occur from the acts of the viewing public or others. With full knowledge and appreciation of that remote possibility, the works are freely and voluntarily submitted at the risk of the exhibitor(s), relieving the exhibit site, or any responsibility for negligence, accident or other legal duty

10. ACCEPTANCE: The signatures below indicate the exhibitor has read this agreement and agrees to the conditions described herein, or attached hereto.

Exhibitor _____ Date _____

Host Site Representative: Melody Davis Date: Feb 2019

Artist Inventory

Name _____

Show _____

#	Title/Description	Medium	Price/ NFS	Original	Date Sold	Payment Type	Received by
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
Total Sales							

Please be sure to attach the corresponding Identifying Number and Organization Name to each piece of art being exhibited.

If an item is not for sale, please indicate with "NFS" under sale price and fill in the value for insurance purposes.