

Hive Gallery/Artist Contract

Artist Name: _____

Phone: _____

Address: _____

Email: _____

Hanging & Pick up

- The artist is responsible for hanging the show. Unless otherwise agreed upon, art can be hung on the first day of the month between 9am and 5pm, and the artist is responsible for removing the artwork on the last day of the month between 9am and 5pm.
- The Hive has a museum/gallery style molding with gallery clips, and the artist should provide fishing line.

Presentation of Artwork

Pieces must be framed and ready to hang when brought to The Hive. Please label the back of each framed pieces with the artist's name, address, phone number, title of work, and price. If the piece being donated is in the show, it shall be marked, "Not for Sale."

Publicity

- The Hive will post the gallery show on its website and will send an announcement via the newsletter.
- The artist is responsible for all other publicity.
- The artist can host an opening reception on the first Friday evening of the month (unless another time is agreed upon). The Hive will have at least one staff member present, and the artist is responsible for providing any refreshments and for cleaning up after the reception ends.

Sales & Payment

- The artist will provide a clear price list with the name and price of each piece.
- The Hive will be responsible for tracking sales and will hold the proceeds from the sales for the artist.
- The Hive's commission is 20% of the retail price of each piece sold.

Loss or Damage

The Hive will not be responsible for damage due to improper or inadequate framing/hanging, improper storage, damage to facilities, or natural disasters. Artist assumes all risk of loss.

Description of Show

Below itemize each piece of artwork and description of artwork

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Show will be hung on _____.
(day/month/year)

Artwork will be removed by _____.
(day/month/year)

The opening reception will take place on _____ from ____ to ____ PM.
(day/month/year)

Artist's Signature _____

(day/month/year)

The Hive Coordinator Signature _____

(day/month/year)