



Exhibitor Agreement

In addition to the sign-in book, artists must read and agree to the following terms (signature required):

1. Volunteer Responsibility: All FAL members must volunteer a minimum of 24 hours a year (student 16 hours) by Old Town Hall (OTH) gallery sitting or aiding in other capacities. A benefit of membership is the ability to hang artwork for free, with the exception of specially designated shows.

2. JOT Forms OTH Gallery hours are Monday through Thursday, 11:00 a.m. to 3:00 p.m. Shifts are also from 11:00 a.m. to 3:00 p.m. If an artist cannot make a designated shift, they should find a substitute. **Members sign up through the JOT Form link provided at membership registration. [If you don't have the link, contact us.](#)**

3. Artwork Acceptability: Acceptable art is original, one-of-a-kind, and limited signed and numbered editions. Artwork must measure no less than 6" x 6," no more than the size of the flat (40 inches), and weigh no more than 40 pounds. It must be dry, complete, signed by the artist, gallery-wrapped canvas (no staples on sides), neatly framed with tight corners, have D-rings or the equivalent, and proper picture hanging wire to allow the artwork to lie flat and hang easily. Unframed gallery-wrapped canvases need to be painted on all sides.

4. Suitability of Work: Gallery Chairs are to determine the suitability of artwork and may refuse any artwork they deem unacceptable for any reason. Refusal is in no way a judgment on the artist or the quality of the artwork. The artist is welcome to exhibit again with a different accepted piece.

5. Identify Artwork: Artwork is required to have a label on the back with the artist's name and title of the piece. In addition, each artwork piece must be accompanied by a Fairfax Art League official hanging label to be prepared by the artist during the sign-in.

6. Sales Commission: The FAL charges a 25% commission on all artwork sold at the Old Town Hall Gallery, Fairfax Regional Library, and other venues and will collect any necessary taxes before paying the artist.

7. Removing Artwork: Artwork on display may not be removed from the exhibit by the artist before the exhibition ends without special permission from a Gallery Chair or Co-chair. When an exhibited artwork is sold, it may be removed from the exhibit, and the artist will be asked to display a replacement piece.

8. Artwork Liability: The artist understands and agrees that the Fairfax Art League is not responsible for any loss, damage, breakage, or theft of any artwork left for exhibits at The Old Town Hall, The Fairfax Regional Library, or any other exhibition space provided and/or endorsed by the Fairfax Art League.

9. Pick-up Requirement: The artist agrees to promptly pick up their artwork at the scheduled conclusion of the exhibit or make arrangements with another member to do so. FAL will attempt to notify the artist at the address or email address on record. If artwork is left for 30 days, FAL will consider the work abandoned and dispose of it by donation, sale, or destruction, as FAL sees fit.

I have read and agree to the following terms as stated above.

Printed name

Signature

Date