



Artist Agreement

Artist Information: (to be completed by artist)

Name: _____
 Street Address: _____
 City, ST Zip: _____
 Phone: _____
 Email: _____
 Website: _____

Exhibit Information: (to be completed by gallery director)

Exhibit Name: _____
 Exhibit Dates: _____
 Delivery of Artwork: _____
 Set Up Date: _____
 Pick Up Date: _____
 Reception Date: _____

Live Oak Art Center desires to present the Artist's works of art at the Live Oak Art Center Gallery in Columbus, Texas, and the Artist desires to present his/her works of art. Therefore, LOAC and the artist do hereby stipulate and agree as follows:

1. All works of art must be for sale and properly designed by the artist for installation with minimal damage/standard installation to the gallery walls.
2. Some pedestals are available for display. The artist will provide any required specialty displays.
3. Artist must attach an artist statement or biography and a list with titles, the medium, the dimensions, photographs and an accurate price list of each piece to be utilized by LOAC.
4. Live Oak Art Center collects a sales tax of .0825 %.
5. All purchase payments will be made to Live Oak Art Center. LOAC pays 70% of the sales to the Artist with 30% donated to LOAC.
6. The Artist agrees to be responsible for insurance on all artwork and agrees to indemnify and hold LOAC harmless from damage to or loss of any artwork arising from fire, water, theft, or any other cause regardless of whether said damage or loss is caused in whole or part by the negligence of LOAC, its employees, officers, or directors.
7. Photographs of artwork may be utilized by LOAC for advertising and promotional purposes.
8. LOAC is a smoke free environment.
9. LOAC will promote and host the Exhibit Reception.
10. Artist agrees that all artwork submitted to be hung in the gallery must be ready to hang, including hooks and wiring.
11. Artist agrees that all artworks must be picked up within 2 weeks of the end of the exhibit. If art is not picked up within 30 days of the end of the exhibit, it will become a part of the Live Oak Art Center Permanent Collection.

Artist Name

Date

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Date