



## 2024 Guild Member Salon Show

January 9 - February 16, 2024

CTAC-Traverse City, Cornwell & Carnegie Galleries

322 Sixth St

Traverse City, MI 49684

### CTAC Galleries Exhibition Agreement

1. I \_\_\_\_\_ hereinafter referred to as Artist, agrees to lend artwork to the Crooked Tree Arts Center (hereinafter referred to as CTAC) at **322 Sixth St, Traverse City, MI 49684**, for the exhibition **2024 Guild Member Salon Show** on display **January 9 - February 16, 2024**
2. **Participation:** All CTAC members receiving Guild Member benefits are eligible to participate. Pre-registration is preferred but not required.
3. **Artwork Specifications:** Participants may exhibit up to three pieces of original artwork of the artist's choosing. **Work must not have been exhibited before at CTAC-Traverse City.** All 2D, 3D, and 4D media are eligible. Two of the works, if 2D (before framing), must not exceed 36" in any dimension, BUT one may be larger (1 of the 3 or 1 of the 2 or 1 of 1) up to 60" in any dimension (before framing). 3D/4D work has no size limit per se but please contact us if you are planning on work larger than 60" in any dimension.
4. **Contract and Agreement:** The Artist will provide CTAC with a signed exhibition agreement and complete inventory list of loaned works, including titles, creation date, and retail price, by the time of artwork delivery.
5. **Delivery and Pick-up:** Artwork should be **delivered to CTAC-Traverse City December 11 - 20, 2023**, during published gallery hours. The artist is responsible for the transportation of artwork to and from CTAC. Artwork can be shipped. Shipped artwork must include a return shipping label and will be returned in the original packaging. Works must be picked up **February 17 - 23, 2024**, during published gallery hours. **Unfortunately, due to the quantity of artwork included in this exhibition, CTAC cannot provide transportation between CTAC-Petoskey and CTAC-Traverse City. HOWEVER, please let us know by December 1st at the latest if you need help delivering and we will see what we can do as far as helping with arranging carpools between Artist Guild Members.**
6. Work will be installed by CTAC staff and/or volunteers.
7. Works can be available for sale and sales will be encouraged. The CTAC commission is 40% of the retail price. The price is determined by the artist. Artists receive 60% of the retail price of works sold in the gallery. Works included in the exhibition do not need to be for sale.
8. Sales commission checks from CTAC sales will be mailed by the 10th day of the next month following the sale of the item. The title(s) of the item(s) sold will be included with the check.
9. CTAC reserves the right to sell artwork at a discounted price to CTAC members. Discount will be taken from CTAC's portion of the sales price (40%).
10. CTAC reserves the right to temporarily remove any piece of work for any reasons CTAC deems necessary.
11. Loaned works are covered by the CTAC Galleries' liability insurance limited to the CTAC's cost of the work, 60% of the retail price.
12. The artist is responsible for notifying CTAC of any changes in the consignor's name, address, or phone number, in writing.
13. Photographs of images and the exhibition may be used for CTAC promotional purposes.
14. **Artist Guild Memberships must be current from delivery through the end of the exhibition.**

**THANK YOU!**

Artist Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Inventory Sheet

Artist Name: \_\_\_\_\_

Artist Address: \_\_\_\_\_

Artist Email: \_\_\_\_\_

Artist Phone Number: \_\_\_\_\_

Title	Year	Medium	Dimensions (hxwxd)	Price (or insured value)	Not For Sale?

Please use the remaining space for any notes and/or special installation instructions/requests: