

EXHIBITOR CONTRACT
The Muriel Sibell Wolle Gallery
St. Aidan's Episcopal Church
2425 Colorado Avenue
Boulder, CO 80302

Exhibitor _____
Address _____
City/State/Zip _____
E-mail _____
Phone _____
Web site _____
Exhibit dates _____

1. I represent and warrant that I am the owner of, or have sufficient rights in, the work proposed for the exhibit to make and perform this agreement

2. I understand that the church reserves the right to decline any artwork deemed inappropriate for the exhibit. I will submit digital images of my proposed exhibition work three weeks in advance of the exhibit start date for the church to approve or decline. There is no charge for exhibiting my art work.

3. I will deliver my final artwork on _____ and will pick up the work at the designated end of the exhibit. I will leave any areas of the church that I may use in the condition in which I found them. The work will remain in the exhibit until the agreed end date.

4. Art work will be provided by me framed and ready to hang with framing wire attached. Frames are available on loan from the church. These are simple hardwood frames measuring 22 in. x 30 in. or 26 in. X 31 in. The frames have a linen mat back to accommodate work in a variety of sizes, with over-sized hinges, and with the ability to hang either horizontally or vertically; no art thicker than one-eighth in. I understand that the church will make final and binding decisions on all matters related to the conduct of the exhibit.

5. The church will handle all media releases to the general public and notices to the St. Aidan's community by e-mail and other publications. I will supply copies of my bio and written label information for my work, including title, size, and medium, along with a high-resolution digital photo of my work for publication. I will provide an artist's statement, 250 words or less, about my work in the exhibit. The church will furnish title cards for the art work on display. The church may reproduce the submitted photo and edit and publish any written text for the purpose of promoting the exhibit or the gallery (*SEE PG. 3).

6. At my request, on a date to be agreed upon, the church may provide a simple opening reception. I will abide by all rules for use of the church.

7. Any inquiries concerning the sale of artwork during the exhibit will be referred directly to me. The church will not charge any commission on art work sold during the exhibit. However, any gift from the artist would be welcome and appreciated.

8. I understand that the church is not responsible for any loss, theft, or damage to my work. I have been advised that this is solely my risk and that any insurance coverage is my responsibility.

9. This letter is the entire agreement between the parties as to its subject and incorporates or supersedes all other documents or discussions.

I agree with the terms of this contract:

Signature: _____ Date: _____

Accepted on behalf of St. Aidan's Episcopal Church:

Signature: _____ Date: _____

THIS INFORMATION IS REQUIRED FOR YOUR EXHIBIT

1. LABEL INFORMATION

Please provide a list of each piece of artwork you plan to exhibit. We will use this for the labels to be hung next to each piece. This may include the exhibit name, title of the piece, date, and medium.

*The labels are 2x3 so we may have to edit information depending on length. Below is a sample of a typical label:

EXHIBIT NAME
ARTIST NAME
“A Twin’s Bond”
2010
Photography

2. POSTCARD INFORMATION

Please provide a brief description of your exhibit and biography for the postcard (No more than 100 words). Along with this info please include a grayscale image to be used on the postcard. Below is an example from a past exhibit:

ARTIST NAME has been painting in acrylics for the past few years. This year she is trying her hand at oils. Her subjects are varied: landscapes, portraits, and still life.

Recently, she has begun showing her paintings in local juried shows, and her paintings have won the following: Best of Show at the Frederick Show last fall, First in Acrylics in the St. Stephens / Longmont Artists Show in April, and First in Oils and People's Choice in the recent Longmont / Boulder Show.

3. BIOGRAPHY

Please provide us with a biography (no more than one full page) to be posted in the gallery with your artwork.

4. PRICE LIST

If you have a price list please submit that information so we may leave it in the gallery. If not, please let us know how interested buyers may contact you.

Please submit this information to the St. Aidan’s Church Office no later than 3 weeks prior to your scheduled art exhibit. If sent via email please send as a word document and the image as a .jpeg file.

St. Aidan’s Church Office Contact info:

office@saintaidans.org
2425 Colorado Avenue
Boulder, CO 80302

Office Hours: Monday-Thursday 9am to 4pm