



**Fraser Gallery Agreement Between the  
Northumberland Arts Council (NAC) and Artist exhibiting original works of art**

**The Artist**

- will provide the NAC with a resume, an artist's bio/ statement, photographs (Jpegs) and/or supporting material for promotional purposes **two months** in advance to [gallery@thefraser.org](mailto:gallery@thefraser.org)
- will submit an inventory of work to be exhibited on Fraser Gallery inventory sheets, including title, size, media and price **two weeks** prior to the exhibit
- will provide current mailing address, phone number and email address for contact and payment purposes
- will deliver or ship work to the Fraser Gallery no earlier than the Wednesday prior to exhibit unless arrangements have been made with the Gallery Coordinator
- may begin installation no earlier than 10:00 on the Thursday prior to the exhibit
- will be responsible for insuring artwork if so desired and exhibits art work at their own risk
- will be responsible for any transportation costs
- agrees to leave art work on display for the duration of the exhibit even if it is sold
- will ensure that art work to be displayed is properly prepared and wired for installation, work on paper is framed, and labeled on back with artist's name, title of work and price
- may request assistance from the Gallery Coordinator, Gallery Staff or Board Members with installation
- may require own plinths if the Fraser Gallery does not have a sufficient number needed for exhibit
- must advise the Gallery in advance if other methods are required to secure work (the Fraser Gallery is equipped with a cable track hanging system)
- agrees to attend the opening night Reception and may provide additional food items
- agrees to pick up work at 5:00 Wednesday which is the last day of the exhibit unless otherwise discussed with the Gallery Coordinator or Board Member

**The NAC**

- will approve all art work to be displayed
- will install the exhibit, and/ or be available to assist in the installation
- will provide the venue, cable track hanging system, lighting, plinths and exhibit art work
- will provide labels to be used for exhibit based on information provided by the Artist on the inventory list
- will not assume responsibility for loss or damage to the artwork while on the premises
- will promote and advertise the artist and the exhibit through the Fraser website, Facebook, posters and invitations
- reserves the right to use photographs of the Artist's work for promotional purposes
- will hold a Reception on Friday of the Opening Night providing wine, other beverages and cheese and crackers
- will manage the sale of the art work (cheques are payable to the Northumberland Arts Council)
- will make payment of 70% to the artist member within 14 days of the closing of the exhibit and will receive 30% of the sales
- will make payment of 65% to the artist (non-member) within 14 days of the closing of the exhibit and will receive 35% of the sales
- will be available to assist with the take down of the exhibit

The Northumberland Arts Council owns and operates the Fraser Gallery which is located in a beautiful historic building located at 362 Main Street in Tatamagouche. The Fraser Gallery includes three exhibition rooms, the Gallery Shop, the Lillian Fraser Gallery (Members Gallery) and the Visitor Information Centre.

Since it's beginning in 1981, the Northumberland Arts Council has supported the development of arts, crafts and culture on the North Shore.

The Northumberland Arts Council hosts events, workshops, meetings and dinners throughout the summer. Gallery staff will take the appropriate precautions to ensure the security of the artwork.