



Exhibition: _____ **Dates:** _____

Thank you for agreeing to exhibit with The Fraser this year! We hope that the checklist below will help you to prepare for your show. Just ask if you would like assistance with the installation and take down of your work or if you need some flexibility on the dates and times for moving your work in and out of The Fraser. We are happy to help. We look forward to working with you on a successful exhibition!

<p>Support our promotion of you and your work (2 months prior to Opening) <i>The Fraser provides digital promo materials for your e promotions and social networks.</i> Please:</p> <ul style="list-style-type: none"> • Send photographs in (.jpg) of works for the show
<p>Complete Administrative Tasks (1 week prior to Opening)</p> <ul style="list-style-type: none"> • Submit signed agreement (including Inventory List!) to gallery@thefraser.org • Confirm your attendance at Opening Night • Confirm your Fraser membership (https://www.thefraser.org/get-involved)
<p>Deliver and Install Exhibit <i>Between 10-5 on Thursday before Exhibition.</i> The Fraser Gallery uses a cable track hanging system and provides labels and plinths (a limited number are available). The artist may need to provide extra plinths as needed. Please advise us in advance:</p> <ul style="list-style-type: none"> • if other methods are required to secure work. <p>Work MUST be:</p> <ul style="list-style-type: none"> • prepared and wired for installation • work on paper is framed • labelled on back with name, title and price
<p>Attend Opening Night Reception The Fraser provide drinks and refreshments.</p>
<p>Take down Exhibit & Remove Work <i>*Wednesday between 1-5pm (*day after the closing date)</i></p>

The Fraser Gallery Exhibition Agreement

This agreement is effective as of _____ between:

The Fraser Gallery (Northumberland Arts Council (NAC))

and

_____ (“Artist”)

The parties agree:

Exhibition of Work - The Fraser will exhibit, promote and sell the Artist’s work which has been approved by The Fraser’s Exhibition Committee. The work will be identified on the Inventory List (“List”) which is part of this agreement. The List can be modified upon agreement of the parties.

Integrity of the Exhibition - The term of the exhibition is _____ to _____. This term can be extended upon agreement of the parties.

The Artist agrees not to remove any work from The Fraser during this term.

The Fraser will maintain the exhibit as originally installed. The sale of work to a traveler may necessitate removal of work from the exhibit. Artist approval ___ (in

Pricing – The Fraser sells the work at the price specified on the Inventory List.

If the Artist is registered for HST, The Fraser will collect HST on behalf of the Artist and forward all the amount collected to the Artist with each payment.

Commission - A commission of 30% is paid to The Fraser on all sales. Any HST collected on behalf of the Artist is not included in the calculation of the commission.

Shipping – The Artist will be responsible for shipping work to buyers after the end of the exhibition, as required. (To date, this has been a very infrequent issue.)

Payment – The Artist will be paid within 30 days of the end of the Exhibition. The Fraser’s commission will be deducted from the payment to the Artist.

The Fraser will provide the Artist with a statement of account which includes a description of the works sold and commissions paid.

Insurance -The Artist retains ownership of the work until it is purchased. Insurance is the responsibility of the Artist. The Fraser is not responsible for any damage or loss, including theft. The Fraser will make efforts to ensure the safety of the work.

Delivery and Pick up of the Work – The Artist is responsible for delivery and pick up of the Work to and from The Fraser and all associated costs.

Promotion - The Fraser will promote the Exhibition and the sale of the work.

The Artist agrees that The Fraser shall be permitted to photograph the work for promotion of The Fraser and the Artist.

The Fraser will hold an advertised opening on the first Friday evening of the exhibition artist(s) present.

The artist will assist with promotion by informing their contact list with details of the exhibition.

Northumberland Arts Council (NAC) Membership – The Fraser Gallery

The Artist is a member of the NAC.

Entire Agreement – The parties confirm that this agreement and its attachments (the Inventory List and Payment Schedule) form the complete agreement between the Artist and The Fraser, and this document supersedes any previous written or verbal understandings.

The parties enter into this agreement as indicated by the signatures below.

Date

Date

Name

The Fraser Gallery

Address

PO Box 335, 362 Main St
Tatamagouche. NS B0K 1V0

Phone

Email

NAC Membership

New Member

Returning Member

Date Received _____

Amount Paid _____

Payment Schedule

1) HST Collection

Are you required to collect HST on your Work? Yes No

If yes, The Fraser will collect HST on your behalf and distribute the entire amount (15% of sales) to you with each monthly payment.

2) Payment to the Artist from The Fraser

Please indicate how you wish to receive payment and the statement of account of your sales:

Option 1 – e-transfer

You will receive an email of the statement of account from The Fraser and an e-transfer from the Treasurer.

email funds to: _____

email statement to: same as above OR to _____

Option 2 - cheque

You will be mailed a cheque and a statement of account.

Cheque payable to: _____

Mailing address: _____

The Fraser Gallery
(Northumberland Arts Council (NAC))
Exhibition Agreement

COPY FOR USE only by *The Fraser Gallery*

Northumberland Arts Council (NAC) Membership – The Fraser Gallery

The Artist is a member of the NAC.

Entire Agreement – The parties confirm that this agreement and its attachments (the Inventory List and Payment Schedule) form the complete agreement between the Artist and The Fraser, and this document supersedes any previous written or verbal understandings.

The parties enter into this agreement as indicated by the signatures below.

Date

Date

Name (member participant)

The Fraser Gallery

Address

PO Box 335, 362 Main St
Tatamagouche. NS B0K 1V0

Phone

Email

NAC Membership New Member Returning Member

Date Received _____ Amount Paid _____