



Wendy Miller, President  
 Dick Brogowski, Secretary  
 Teresa Cummings, Treasurer  
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**Adirondack Art Association**

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 Essex New York 12936

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**Mail to:**

P.O. Box 51  
 Essex New York 12936

**Artist Contract (Please sign and submit the contract and keep a copy of this contract for your records.)**

Artist Name (print) \_\_\_\_\_ Artist Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone(s): \_\_\_\_\_ Date current membership paid: \_\_\_\_\_

*Artist Signature*

*Date*

*Gallery Director Signature*

*Date*

**Expectations for Artists**

1. Label the back of each piece with the Artist’s name, the title, medium, and price of the piece. Submit a separate written inventory to the Gallery Director at drop off.
2. Prepare your work for showing in a gallery. Mounted, frame and wire each piece securely for hanging, such that it can be safely and well positioned for all to see. Work that is not safely prepared ( Director’s discretion) may not be hung.
3. Submit up to 3 pieces for hanging on the wall, or fewer if pieces exceed 36 inches on one side. Wall space is limited.
4. The AAA Director will determine which art hangs where in each particular show.
5. Art will be dropped off and picked up on specifically indicated dates for each exhibition. Deviations from this will be considered when artists make prior arrangements with the Director. With limited time for hanging a show and limited space for storage, AAA asks artists to respect our volunteer time spent hanging and taking down a show in a tight time frame.
6. Insure that your AAA Exhibiting Membership is current and up to date. The 2024 Exhibiting membership fee is \$60.00.
7. Please submit work for a given Opening that has not previously been exhibited in the Gallery.
8. Artists with retail items, such as jewelry, pottery, glass, books, fiber, cards or other small, free standing items may submit up to 25 items, all labeled and priced and with an inventory sheet that is approved by the Director. Retail items may stay in the gallery until sold and do not need to rotate with each new show. Retail inventory sheets available upon request.
9. Art will be picked up in a timely fashion. Items left in the gallery for longer than 30 days past the close of a show and without an agreement with the Director will be considered donations to AAA.
10. Note that the AAA does not insure art. By signing this contract, the Artist acknowledges and agrees that AAA is not responsible for loss or damage of art work.

**The Adirondack Art Association will:**

1. Host at least 3 evening Openings throughout the season, with light refreshments to promote Artist Members works.
2. Provide promotions for each Opening and subsequent show, such as Press Releases, posters, flyers to the communities, announcements and updates on social media ( website, Facebook page, and Instagram). Artists are encouraged to share these promotions.
3. Sell artist work at the retail price shown on the Artist’s inventory sheet. The Gallery will retain a 33% commission on each sale. Price change for any art must be accompanied by written consent of the artist and gallery director.
4. Not make any sale on approval or credit without the written consent of the artist.
5. Pay the Artists all proceeds due for work sold within 30 days of the close of each show. Payment will be sent to the address written above, unless instructed otherwise.

*See the 2024 Exhibition Schedule on other side*



