



Arts in Bartlett, 215 S. Main St.
Bartlett IL 60103
630-372-4152, fax: 630-372-4152
art@artsinbartlett.org
www.artinbartlett.org

Loan Agreement

13th Annual Members Exhibit--4/3/17 – 5/5/17

Village of Bartlett Gallery

Deadline for agreement form: March 28, 2017

To: *Art@artsinbartlett.org*

Artist Reception: *Tuesday, April 18th, 2017, 6:00-7:00pm*

By submitting this Loan Agreement, I agree to exhibit my work for the *Arts in Bartlett Members Exhibit on April 3 to May 5, 2017*, at the Village of Bartlett Gallery, 2nd Floor, Village Hall, 228 S. Main St., Bartlett IL. I also understand that:

1. Artist agrees to hold Arts in Bartlett and the Village of Bartlett harmless for any loss or damage to artist's work(s). Artist further agrees to waive his/ her subrogation against Arts in Bartlett and the Village of Bartlett for any loss or damage to the artist's work(s) of art. Arts in Bartlett and the Village of Bartlett are not responsible for any loss or damage to the artist's work(s) of art regardless of the cause.
2. Artist understands and agrees that his/ her insurance will cover damage to any work(s). Please be aware that there are no locked cases for 3-D objects.
3. The Artist understands that he/ she is responsible for the delivery and hanging of his/ her works to Village Hall on **Saturday, April 1** from 9am-10am. The Artist agrees to have suitable hanging hardware attached to the work and may hang the piece on a hook provided. It may be necessary for Arts in Bartlett to rearrange the works after they are all delivered to provide a professional display. Questions about hanging can be directed to Lambert Lucietto, 630-289.4253.
4. The Artist understands that he/ she is responsible for the de-installation and collection of work(s). The Artist understands that Arts in Bartlett and the Village of Bartlett is not responsible for any art that is left after final de-installation, which is **Saturday, May 6**, 9am to 12pm. No Work will be removed by the Artist prior to the end of the exhibition, without permission of Gallery Manager.
5. The Exhibition Committee retains the right to determine where objects borrowed will be exhibited and shall have no obligation to exhibit objects that are submitted. Exhibition Committee retains the right to refuse work that may endanger the public safety.
6. The Artist agrees that all inquiries regarding the purchase of works or contracting of services will be directed to Arts in Bartlett, who is entitled to a 20% commission for any works sold as a result of being seen at this exhibit.
7. Exhibition Committee agrees to provide and install labels for the exhibition.
8. The artist reception is from **6:00-7:00pm on April 18th** at Village Hall. Artists are urged to attend.

ARTIST SIGN HERE

Signature _____ Date _____

Print Name _____

Mail, e-mail or fax both pages of this completed form to 215 S. Main, art@artsinbartlett.org, fax: 630-830-9139, and bring signed copies with you when you bring your art work

ARTIST INFORMATION

PLEASE PRINT NEATLY

Last Name First Name

Address (Street, City)

Daytime phone Evening phone E-mail

Signature Date

For All Submissions

The intention of the exhibition is to include at least one work of art from each person. However, up to two may be submitted, with the preferred piece ranked as first choice. The number of submissions received and the size of the works submitted will determine how many we can include for each person. We will create labels to be placed by your works that will include the name of your work(s), medium and price of the piece if for sale based on the information you fill out below. Please type onto this word document or print clearly.

First Choice

Title of Work, year

Height Width Depth
FRAME DIMENSIONS

Media \$ Price or NFS (not for sale)

Second Choice (May or may not be part of the exhibition)

Title of Work, year

Height Width Depth
FRAME DIMENSIONS

Media \$ Price or NFS (not for sale)