

# VISUAL ARTIST AGREEMENT

The following agreement is intended to establish a healthy working relationship between the artists participating as an “artist of the month” at the Heyde Center for the Arts. The agreement is intended to outline expectations and responsibilities between the Artist and the Chippewa Valley Cultural Association (CVCA), owner and manager of the Heyde Center for the Arts.

Responsibilities of the CVCA:

1. To provide titles, a brochure and a price list for the artist and the artwork. Artists that would like to create and provide these materials are welcomed to do so, but please coordinate with the CVCA before proceeding.
2. To promote and advertise the exhibit.
3. To provide refreshments and host/hostess for the Artist Reception.
4. To provide directional signs, press and promotional information.
5. To provide date for pick-up and check-out of exhibit pieces. **Please note: A storage fee of \$10 per week will be assessed for items not picked up on designated date(s) unless prior arrangements have been made.**

Responsibilities of the Participating Artist(s):

1. To submit only works of art which are original in design and concept.
2. To take charge of hanging or placement his/her artwork (within room restrictions).
3. To clearly label all art works with artist's name and title of work.
4. To allow his/her information and photographs of his/her artwork to be used in connection with the publicity and promotion of the exhibit.
5. To submit all two-dimensional artwork with appropriate frames, eyehooks, and wire. Damage to artwork due to poor or inappropriate hanging materials will be the responsibility of the Artist. If special installation is required, the artist must make specific arrangements with the Executive Director of the Heyde Center.
6. To deliver and pick up exhibit pieces on designated date(s) ONLY.

**Liability and Damages:** The volunteers and the employees CVCA/Heyde Center for the Arts will do everything possible to safeguard and protect all artwork from loss or damage. The CVCA/Heyde Center carries limited liability for property housed within the Center in the case of catastrophic events such as fire, storms, and so on.

**Commission:** The CVCA/Heyde Center for the arts will receive a 30% commission from all sales through the Heyde Center in the exhibit excluding sales tax.

**Cancellation:** This engagement may be terminated by either the CVCA or by the Artist without obligation.

**Acceptance Policy:** Please be advised that the CVCA/Heyde Center reserves the right not to exhibit any artwork that does not, in our opinion, meet the quality of standards expected from the artists participating in the “artist of the month” series.

**COVID19:** By purchasing tickets, visiting or hanging artwork in our art galleries, registering for classes, or attending any other event at the Heyde Center for the Arts, you are acknowledging that an inherent risk of exposure to COVID-19 exists in any public place where people are present. By visiting the Heyde Center for the Arts, you and any guests voluntarily assume all risks related to exposure to COVID-19 and agree not to hold the Chippewa Valley Cultural Association, Inc. (dba Heyde Center for the Arts), the artists, the producers, or any of their affiliates, volunteers, employees, or contractors liable for any illness or injury.

**I have read, understood and agreed to the terms of this agreement.**

Artist' Signature \_\_\_\_\_ Date \_\_\_\_\_

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|-------------------|------|
| Heyde Center/CVCA | Date |
|-------------------|------|

Artist's Printed Name

Artist Address

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Telephone contact