



Artist Agreement

This contract stands to bind the artist signed below to the terms and conditions, including the agreed upon dates and the following rules, of exhibiting their work at the Live Oak Art Center.

Artist Information: (to be completed by the artist)

Name: _____

Address: _____

Phone Number: _____

Email: _____

Website: _____

Exhibit Information: (to be completed by Executive Director)

Exhibition Name: _____

Drop-Off Dates of Artwork: _____

Exhibition Dates: _____

Reception Date: _____

Pick Up Dates of Artwork: _____

1. With few exceptions, all artwork must be for sale at a price determined by the artist. Price changes after the start of the exhibit will not be accepted.
2. Any artwork listed as "Not For Sale" (NFS) will be presented to, and approved by, the Executive Director prior to installation of the exhibit.
3. Some pedestals are available for display. The artist will provide any required specialty displays.
4. The artist must adequately prepare and design all artwork for professional installation and display without causing gallery damage. If the Executive Director deems a piece to have "inadequate means of installation," the item will be disqualified from display. (Must be wired across the back. No Sawtooth or D-ring hangers.)
5. All artwork must arrive ready for display on the delivery date stated above. Any artwork delivered after the date stated above may be disqualified from display.
6. Once the artwork has been delivered and chosen for display, it will remain in the possession of Live Oak Art Center through the end of the above agreed upon exhibition dates.



7. Live Oak Art Center reserves the right to refuse to display any work of art for any reason.
8. Upon delivery of the artwork, the artist must provide an artist statement or biography and a digital inventory of exhibit items in Excel, Google Sheets, or comparable spreadsheet format. Inventory will include the following for each individual piece within the collection: a digital photograph of each item, inventory number, title, medium, dimensions, and final list price.
9. All sales revenue will be collected by Live Oak Art Center including a sales tax of 8.25 %. Once the exhibit has ended, LOAC will pay the artist 60% of sales receipts net of sales tax.
10. All sales of artwork exhibited at LOAC are subject to the commission arrangement. Any commissioned piece of art that is the result of the exhibit is also subject to a 40% commission to LOAC.
11. The Artist agrees to be responsible for insurance on all artwork and agrees to indemnify and hold LOAC harmless from damage to or loss of any artwork arising from fire, water, theft, or any other cause regardless of whether said damage or loss is caused in whole or part by the negligence of LOAC, its employees, officers, or directors.
12. Photographs of artwork may be utilized by LOAC for marketing and education purposes as well as for advertising, promotional and other purposes falling under the "Fair Use" policy.
13. All Artists Exhibiting at the Live Oak Art Center must have a current Membership with LOAC .
14. The Live Oak Art Center will host the Artist Reception, however both the Live Oak Art Center and the artist will be responsible for the promotion of the Exhibition and the Artist Reception.
15. The artist agrees that all artwork must be picked up within 14 days of exhibit end. Unless other arrangements are made with the Executive Director, artwork not picked up within 30 days of exhibit end will be considered abandoned and therefore the property of Live Oak Art Center.
16. There will be absolutely no use of AI (Generative Artificial Intelligence) in relation to the exhibition. Be it in the work presented for display or in promotional materials, the Live Oak Art Center has a Zero Tolerance Policy for AI.

Signature of Artist

Date

Signature of Executive Director

Date