RIPPLE
ARTSPACE

# Curio Gallery Shop Consignment Agreement

**The Artist:** **Name:** _____

**Address:** _____

_____

**Telephone:** _____

**Email:** _____

**And the Gallery: Ripple Artspace, 120 W. Main St., Platteville, WI 53818**

Hereby enter into the following agreement:

1. The Artist appoints Ripple Artspace as agent for the Works of Art consigned under this agreement, for the purposes of exhibition and sale. The Artist understands that not all pieces in inventory will be displayed at one time, pieces may be held in storage to put out as sales are made. The gallery is responsible for all display products and ways of displaying the inventory.
2. The Artist hereby consigns to the Gallery, and the Gallery accepts on consignment those Artworks listed on the attached Consignment Form which is part of this agreement.
3. The Artist and the Gallery agree that the initial term of consignment for the Artworks is to be approx. 1 year.
4. Packing and shipping charges, insurance costs, other handling expenses, and risk of loss or damage incurred in the delivery of Artworks (from the Artist to the Gallery and in their return to the Artist), shall be the responsibility of the Artist. The Gallery is responsible and insured for works while in the gallery property.
5. The Artist will be required to provide at least 1 digital images of their consigned work to the Gallery for promotion on the website, Facebook, and in print advertising. Artist will provide the Gallery with a brief Artist Statement and for promotional use on website, Facebook, and Gallery book. Artists are also encouraged to bring in business cards that can go with any purchase of their work.
6. The retail price of each piece of art is set by the Artist. That price shall be no higher than the price the Artist would sell the piece for elsewhere, including his or her studio.
7. The Gallery keeps__30___% of the retail price upon sale and the Artist receives __70___%. If the Artist is contacted by a customer who saw the Artist's work at the Gallery and privately commissions a piece of art, but does not run the sale through the Gallery, the Gallery requests a 30% payment on the commission if comparable items are currently on sale in the gallery.
8. Consignment payments for items sold in the gift shop will be sent out quarterly if the amount exceeds $15.00. All outstanding consignment payments will be sent before the end of our fiscal year (late December)
9. The Gallery assumes all costs of advertising, opening announcements, brochures, and receptions unless prior arrangements are made and agreed upon by both parties.
10. Artwork is kept in Gallery inventory for one year. The Gallery is not responsible for artwork remaining 30 days after the year time frame is up.
11. Artist agrees to accept return or exchange of purchased Artworks, as long as Artwork is returned in original condition, within 30 days.

12. The Artist is responsible for having artwork to the gallery ready for sale. 2D pieces to be hung need to have appropriate hanging hardware; and 2D prints should be packaged in clear sleeves, with a stiff backing such as Foam Core or Mat Board, and greeting cards must provide an envelope and be in a clear sleeve. Artist will include a list of the pieces for sale, the retail price, and a business card, or something that goes to the purchaser.
13. The Artist is responsible for maintaining yearly membership at the Ripple Artspace to enjoy benefits of gallery gift shop sales. Membership can be renewed on the gallery website rippleartspace.org/submit-work

**Contract Begin Date:** _____valid until terminated by Gallery or Artist.

**Signature of Artist:** _____

**Date:** _____

**Signature of Ripple Artspace Representative:** _____

**Date:** _____

## Consignment Art listing:

| **Name** | Medium | Size | Price |
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