

# Arlene's Member Show Artwork Drop Off Form & Artist Agreement

# RG

Artist Information: (Please print)  
Full Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Artwork Information: (Please print)  
Title: \_\_\_\_\_  
Medium: \_\_\_\_\_  
Dimensions: \_\_\_\_\_ Year: \_\_\_\_\_ Price: \_\_\_\_\_

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## Arlene's Membership Show Guidelines and Agreement

- Only people with a current and active Arlene's Membership can participate in the Arlene's Membership Show.
- All artwork must be original and done by the Arlene's Member.
- Participating artists in Arlene's Members Show can submit one piece of art.
- Maximum size for artwork cannot not exceed 8x10" or 8x8"; with a framed outside dimension no larger than 9x11" or 9x9". If a piece of artwork is larger in any direction it will not be considered for this show. Any 3D artwork cannot exceed 9"x9"x9".
- Artwork is open to any media and theme and is up to the individual artist.
- Artwork can be dropped off November 25, 2023 to December 2, 2023 during store hours.
- All 2-dimensional work must be properly framed and ready to hang with appropriately installed hanging hardware at the time of drop-off.
- Artists whose artwork has complicated installation instructions must contact the Curator, Andrew at [arlenesartist@gmail.com](mailto:arlenesartist@gmail.com), prior to drop-off to make arrangements.
- All artwork must be clearly labeled on the back with the artist's name, title, medium, price, email address, and phone number.
- Artists will receive 60% of the sale with a 40% commission to the R Gallery at Arlene's.
- All artwork must remain on display for the duration of the Fence Show ending on Saturday, January, 14, 2024.
- Artwork pick up starting Monday January 15, 2024 during store hours.

By signing below I agree to the above guidelines and agree to follow them. This Agreement constitutes the entire understanding between Arlene's and the aforementioned artist listed above. It may only be amended by a written instrument signed by both parties.

### **DROP OFF**

Artist \_\_\_\_\_  
Signature \_\_\_\_\_ | Date \_\_\_\_\_

### **PICK UP**

Artist \_\_\_\_\_  
Signature \_\_\_\_\_ | Date \_\_\_\_\_