

2018 Pop-Up Artist and Venue Partnering Agreement

I, _____ [Artist] agree to display my work at _____ [Venue] according to the terms in this document. *Both the Artist and Venue agree to the following terms and conditions regarding the Exhibition Phase of Pop-Up: A Valparaiso Art Experience, specifically in regards to the display of artwork.*

Artist Contact Information

Name: _____

Phone: _____

Email: _____

Venue Exhibition Coordinator Information

Business Name [Venue]: _____

Venue Exhibition Coordinator: _____

Phone: _____

Email: _____

1. Artwork Checklist:

What artwork(s) will the Artist display at the Venue during the Pop-Up exhibition:

#	Title	Medium	Size	Price
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

2. Schedule:

- Artwork installation/drop-off date: _____

**Installation must occur by June 13, 2018*

(Please check) Artist will install artwork Venue will install artwork

- Exhibition: June 21, 2018- July 6, 2018.
- Artwork Pickup: _____

3. Exhibition Hours

Venue hours of operation open to the public during the Pop-Up Art Experience.

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

4. Acknowledgements:

The Venue will acknowledge the Artist as the creator of the artwork in any promotional materials both in print & online. The Artist will acknowledge the Venue in all references to the Pop-Up exhibit location.

5. Insurance:

Check one:

The Artist will obtain insurance, at their own cost and expense during the duration of the Pop-Up Experience.

The Venue will obtain insurance, at their own cost and expense during the duration of the Pop-Up Experience.

Artist & Venue accept that the artwork exhibited during the Pop-Up will not be insured by either party.

6. Sales:

The Artist may offer the Work for sale during Pop-Up, but must maintain the public display of the Work in the agreed Venue for the duration of Pop-Up. Sold works will only be available to purchasers after the close of Pop-Up. Sales are the sole responsibility of the Artist, unless negotiated otherwise with the agreed Venue. Pop-Up will not be involved in the sale or presentation for sale of the Work.

