

**Unframed Artists Gallery**  
**173 Huguenot St., New Paltz, NY, 12561**  
**845 255-5482**

**Artist Exhibition Entry Form**

Artworks Inventory Checklist. Bring a copy with you when you drop off your work. Please keep a copy for your records.

Show Title: \_\_\_\_\_ Show Dates: \_\_\_\_\_

Opening Reception: \_\_\_\_\_

**Hanging fee: \$25.00 + \$10 (non-sitting fee)      Commission: 25%**

**Artist information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number (s) \_\_\_\_\_

Email address (s) \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Date: \_\_\_\_\_

Gallery Coop Job: \_\_\_\_\_

Artwork Titles	Medium and any special information	Price

Special handling instructions \_\_\_\_\_

**Cooperative Gallery, Artist's Commitments:**

1. Complete this Exhibition Inventory Form fully.
2. Turn in artwork by the deadline.
3. Sign up for your 2 sitting dates when you bring your artwork
4. Bring food or wine to the opening.
5. Consider taking one of the larger gallery jobs. We depend on team-work.
6. Distribute post cards, help with publicity where possible.
7. Attend optional monthly meetings; participate in the decisions of the gallery.

*( Your signature is required for each show)*

I acknowledge that the Unframed Artists Gallery does not have insurance to cover loss/theft/damage to my work(s) and therefore neither the Gallery nor the members will be held responsible for the work I leave with the gallery. Furthermore, I acknowledge that if I leave my works after the show for over a month I will be charged a monthly fee of \$20.

(We will take the best care of your artwork that we can.)

Signature \_\_\_\_\_ Date \_\_\_\_\_

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