



ART EXHIBITON AGREEMENT

I, _____, acknowledge the policies of the Ohio State University Faculty Club art program listed below and agree to the dates for my exhibition.

Signature _____ Date _____

Art Program Policies

1. While the exhibitor is always consulted, The Ohio State University Faculty Club reserves the right to all final decisions regarding the selection of art for display at the club and the hanging of the exhibition.
2. Art does not have to be for sale in order to be exhibited; however, if artwork is listed for sale, the exhibitor agrees that the Club would receive 20% of the sale price realized and that the Club would handle the sale, collecting all taxes owed. The Club will send the remaining amount to the exhibitor after the exhibition is dismantled. Any work sold must remain on display until the agreed day of dismantling.
3. The Ohio State University Faculty Club will host an opening reception for the artist at which cheese and crackers, vegetable crudités and an assortment of fresh seasonal fruit will be served along with fruit punch. The Club offers the artist the option of purchasing wine from the Club to be served to guests during the reception. If wine service is selected, the Club requires the artist to take care of all charges incurred by the close of the reception. A total of 100 invitations will be printed, addressed and mailed by the Club from the artist's list at no cost to the artist. Additional invitations can be mailed from the artist's list if the artist agrees to pay all costs associated with the additional invitations and mailing. Receptions are usually held on Friday evenings, as the Club's calendar permits. The exhibitor may select the time slot, either 5:30 to 7:30pm, 6:00 to 8:00pm, or 7:00 to 9:00pm. One Sunday a month is also available.
4. The exhibitor is responsible for delivering the artwork to the club framed and ready for hanging with all wiring, hooks, etc. checked, and then for picking up the work at the end of the exhibition. Artwork must have complete identification on the back. The Club is unable to store any works not displayed.
5. Insurance is provided and covers the art while it remains on display at the Club. Values are set by the Sale/Insurance price list submitted to the club by the artist. This list should be submitted at least four weeks before the exhibit opens.
6. The artist is responsible for submitting to the Club in a timely manner the following: publicity materials (including five photos), the guest list for 100 invitations, the list of titles of art to be exhibited, the insurance list of values for all work to be exhibited.

Name of the exhibition _____

During the months of _____

Date and time for installation _____

Date and time for Opening Reception _____

Date and time for dismantling _____