



**KITIMAT PUBLIC LIBRARY**

940 Wakashan Avenue  
Kitimat, B.C. V8C-2G3  
Phone: (250) 632-8985  
ask@kitimatlibrary.ca  
kitimatlibrary.ca

## **ARTIST CONTRACT**

Artist: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

### **TERMS AND CONDITIONS**

The Library will strive to support a showcase theme that will be scheduled for a 6-week rotation with a 2-week turnover/install period for the next theme.

All artwork should be delivered to the Library 2 weeks before the start of the next themed showcase for review.

The Library Director has the authority for all decisions related to the presentation of the showcase artwork.

The Library and the artist shall enter into a contract and shall follow the responsibilities stated in the contract.

The Library will not take a Commission on the sale of any artwork.

To showcase your artwork, the artist should be a library member in good standing.

If the Library does not use your artwork in the showcase, all artwork will be returned to the artist in a timely manner.

The Library will hold all the sold pieces of artwork until the end of the showcase. The Library can put a SOLD sticker on the art at the artist's request.

**The Library is responsible for:**

- Installing and striking the artwork.
- All labels and text panels.
- Providing hanging instructions.

**The Artist is responsible for:**

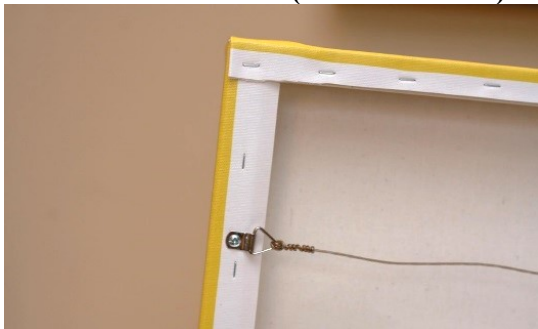
- Providing artwork by the installation date, ready to hang as per instructions.
- Providing a suitable image that fits the theme.
  - o Artwork will be approved by the Director.
  - o Artwork should be appropriate for all ages.
- Any insurance that the artist may want to purchase.
- Providing the information for labels and text at the time of drop off.

All artwork should have appropriate hanging apparatus on the back of the item.

The Library has a hanging system that means we no longer can put nails in the walls, so instead we use steel cord or rods and hooks. These require some sort of hanger on the back of a piece. Stretched canvases will pitch forward if there is no wire attached to the back.

We recommend one of the following:

**WIRE METHOD (PREFERRED)**



If you choose the wire, please make sure it is attached at the TOP 1/3 of the frame.


**HOOK METHOD**



If you choose the hook, please make sure it is centered correctly.

Artwork that comes in with no hanging mechanisms will NOT be hung.

**Example of Label**


Title:
Artist:
Price:
Email:

All amendments and modifications of this agreement will be with the written mutual consent of both parties.

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Library Director

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Artist

**ARTWORK SUBMISSIONS**

Showcase: \_\_\_\_\_ Value of Art:: \_\_\_\_\_  
Pieces of Art: \_\_\_\_\_ Size of Art: \_\_\_\_\_  
Drop Off Date: \_\_\_\_\_ Pick Up Date: \_\_\_\_\_

Showcase: \_\_\_\_\_ Value of Art:: \_\_\_\_\_  
Pieces of Art: \_\_\_\_\_ Size of Art: \_\_\_\_\_  
Drop Off Date: \_\_\_\_\_ Pick Up Date: \_\_\_\_\_

Showcase: \_\_\_\_\_ Value of Art:: \_\_\_\_\_  
Pieces of Art: \_\_\_\_\_ Size of Art: \_\_\_\_\_  
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