



GALLERY CONTRACT

4523 Liberty Avenue
Pittsburgh, PA 15224
P 412 687 8858
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www.boxheart.org

GENERAL CONSIGNMENT FOR GROUP EXHIBITION

- 1. Box Heart, consignee, agrees to act as sales representative for the artist, consignor, and his/her art work.
2. Box Heart shall receive a 40% commission on all sales made on its premises during the indicated exhibition: Inter/National 2009
3. Payment to the artist for any sales made by the gallery will be made after 30 Business days from the date payment is received for the sale has elapsed. This is due to Box Heart's Sales Policy which allows customers 30 Business days to return purchases.
4. Box Heart will keep an inventoried list of all work received by the gallery.
5. Box Heart will keep record of transactions regarding each artist's work, including who work is sold to. This information is given to the artist with payment for his/her sold art work.
6. The artist has read and understands Box Heart Gallery's shipping procedures and recommendations.
7. Artists that are shipping work to Box Heart agree to follow Box Heart's shipping procedures and include a prepaid shipping label with their work for return after the exhibition.
8. Artists delivering work to Box Heart Gallery agree to pick up their work within one week from the completion of the exhibition.
9. If the art work is not removed or return shipping arrangements are not made within a period of two (2) months after the completion of the exhibition, the art work becomes property of Box Heart.
10. Box Heart insures art work against any loss incurred while the work is on the premises.
11. Insurance is 100% of the Retail Value of the art work.
12. Box Heart reserves the right of placement of all art work in the gallery.
13. Box Heart can refuse to exhibit pieces that are poorly constructed, damaged, unfinished, or not ready for exhibition display.
14. The artist pays all packing, handling and transportation costs to and from Box Heart's premises for the exhibition of their art work.
15. Additional provisions:

Date: December 2008

Consignor: Consignee: Box Heart Expressions Gallery
Representative (if other than artist):

Signature: Nicole Capozzi