



Cumberland Public Library & Arteast Exhibit

ARTEAST Application Form for Exhibition at the Cumberland Public Library

Arteast is inviting members to exhibit and sell their work in the Cumberland Public Library. A 10% commission will help raise funds for Arteast activities.

Drop off:

Cumberland Public Library
1599 Tenth Line Road
Ottawa, Ontario
K1E 3E8

Coordinator- Maryse Legault Tel: 613-841-4396 email: langler-legault@sympatico.ca

Arteast Official Rules

Incomplete entries or entries not satisfying these Official Rules will not be accepted.

1. Works will be delivered and picked up as arranged through one of the Art Curator. The art curator will be responsible for displaying and removing the art works.
2. The Art Curator will do everything possible to maintain the quality of the works while on their premise.
3. Works must be dry, suitably framed (where appropriate) and ready to hang. Inappropriate or poorly framed or presented works may be refused at the discretion of the art curator.
4. Works on paper must be framed and wired ready for hanging. Glass with clips but no frame is not accepted. Works on unframed canvas must have the staples on the back and the edges finished in a professional manner.
5. Photography- All submitted Images must be the fully original creations of the entrants, must be the sole work of the entrants.
6. All works of art must be legibly labeled on the back or underside with the artist's name, title of piece, medium, size and price.
7. All works of art will be displayed for the duration not to exceed 90 days. Works may not be removed from the exhibit prior to the end of the 90-day period.
8. The art curator will handle sales: however, cheques will be made out to Arteast for the price of the artwork. If applicable, provincial tax should be included in the price.
9. It will be at the art curator's discretion for delivering the work to and from the artist or the purchaser.
10. The artist gives permission to Arteast to use images of his or her artwork for promotional purposes, only during the period of the exhibition. Copyright remains with the artists. (Arteast's website features artist of the month.)

ARTEAST APPLICATION FORM

Artist's Information (please print legibly)

Name:		
Address:		E-mail:
Postal Code:	Phone (h):	Phone (w):

Title	Medium	Dimensions	Price

Liability Insurance

I, the undersigned, also understand and agree that insuring these works of art while displayed at the Cumberland Public Library location for the 90 day period, is entirely my responsibility. I agree to hold blameless the Arteast, the Cumberland Public Library and the art curator for any theft, loss or damage to the said works during the described period. I acknowledge that I have read and understand the above policies and that I will abide by them. I have communicated all these conditions with the exhibitors/artists participating and their acceptance in my responsibility.

Conditions of Sale and payment

I understand that any of my works of art that are sold, Arteast and the art curator will handle the sales and receive the money. Arteast will retain a commission of 10% of the selling price from the customer. I will receive a cheque for the amount of the sale, less commission.

Date: _____ Artist's Signature: _____

Art Curator's Signature: _____