



## Agreement for stock at the Selwyn Gallery, Darfield

Malvern Community Arts Council thanks you for agreeing to provide stock for the Selwyn Gallery.

Please return the attached forms (contract, Friends form and payment) by return mail, signed and dated, confirming your agreement and accepting the stated conditions.

Judy Finlayson  
Gallery 2 Co-ordinator

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### Conditions of supply:

- 1 All exhibitors must be a “Friend of the Gallery”
- 2 Submissions must be **recent original work** of the exhibitor and must not have been shown previously in Selwyn. Prints and photographs must be numbered from a limited edition.
- 3 Small crafts ie: cards, calendars etc., Malvern Community Arts Council need to be the sole vendor in Darfield.
- 4 Display – All paintings, etc must be professionally framed ready to hang, complete with cord. **Framed paintings must not exceed 700mm x 700mm** unless previously discussed with the Gallery. **Smaller works are preferred.**
- 5 Labeling – All exhibits must have a title, medium, name of exhibitor and selling price printed on the back of the item. Any specific instructions should be attached to the exhibit.
- 6 Freight – Works not being collected from the gallery must have return freight prepaid. – MCAC will not cover the cost of freight. All works consigned to the gallery must be securely packaged; the same packaging will be used for the return of artworks.
- 7 Liability/Insurance – Insurance of work is the sole responsibility of the exhibitor. While all care will be taken with work, the MCAC will not accept responsibility for loss or damage. **No insurance cover is provided.**
- 8 The Malvern Community Arts Council reserves the right to select submissions for stock.
- 9 Stock will be displayed at the discretion of the Gallery 2 Co-ordinator.
- 10 Stock must be delivered by prior arrangement and **items are not to be removed from the Gallery unless prior notice is given.**
- 11 **28.75%** (inclusive of GST) commission of the stated selling price will be deducted on all sales.
- 12 Photographs of any artwork will be used for advertising purposes only (for example: newspaper adverts, articles, webpage, etc.) MCAC reserve the right to photograph and publish any selected work in publicity media.



I \_\_\_\_\_ agree to all terms, conditions and costs as stated above, involved with stock at the Selwyn Gallery.

The following details must be provided:

Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

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

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

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_