Exhibition Details and Selling Agreement

Grenfell Art Gallery

Exhibition Title: Gallery of Gums by Weddin Landcare

Exhibitor's Name: _____

Phone: _____ Email: _____

Artwork Drop Off:	Wednesday 24 February 2027	**Opening Date:**	Friday 26 February 2027
Last day of Exhibition:	Wednesday 14 April 2027	**Removal Date:**	Thursday 15 April 2027

I acknowledge the 20% commission payable to the gallery for sales during the exhibition. Payment for all sold pieces will be made to you via direct deposit after the exhibition.
Please advise your bank details here:

Trading Name: _____

ABN: _____ ACN: _____

GST Registered: *Yes* / *No*

Business Address: _____

Postal Address: _____

Account Contact Person: _____

Phone Number (*if different from above*): _____

Email Address (*if different from above*): _____

Bank Details:
To minimise the risk of fraud, all bank details will be validated before being entered.
Please provide evidence of the following details:
(*ie. Bank statement, deposit slip* ***– Please redact personal information***)

BSB: _____ Account Number: _____

Account Name: _____

By signing this, you acknowledge you are an authorised representative for the company requesting to be a supplier for Weddin Shire Council. You also guarantee that all details provided and supplied are true and correct and will inform Weddin Shire Council of any changes in details as soon as possible by completing and returning this form.
All invoices are to be sent directly to **accounts@weddin.nsw.gov.au**

Name: _____ Position: _____

Signature: _____ Date: ____/____/____

Grenfell Community Hub
88 Main Street (PO Box 125)
Grenfell NSW 2810

(02) 6343 2059
info@visitweddin.com.au
visitweddin.com.au

ITEMISATION OF WORKS EXHIBITED

A complete itemisation of works to be exhibited needs to be supplied as a typed document, **a template is provided on the next page but an Excel spreadsheet is also acceptable**.

Below is an example of how to use the template.

This must be emailed to **weddinlandcare1@outlook.com** a minimum of 4 weeks prior to the start of the exhibition.

Multiples of an item (e.g. cards) only require **one code** but please indicate the exact number of items there are (see example below) and their individual selling price. If you wish to sell cards, please keep them all one size and all one price.

If you are uncertain, please do not hesitate to call the Grenfell Art Gallery coordinator.

Code (artists initial followed by number)	**Artwork Title**	**Description** (medium)	**Agreed Selling Price** (Including 20% commission - Please indicate if NFS)	**Size**	**Sell Online** Yes/No	**Weight** (if Yes, please indicate for postage)
e.g CM1	Canola Fields	Oil on canvas	$300	22cm x 22cm	yes	1.5kg
e.g CM2	Cards	NA	$5 each x 20	A4	no	-

Total SALES value of all exhibited works $ _____

ONLINE LISTINGS

We are excited to offer artists the opportunity to have their artworks listed for sale through our tourism website, **visitweddin.com.au**.

Should you wish to have your items listed for sale online we will require dimensions and artwork weight for each piece you wish to sell. The weight will be used to determine postage costs and must be included to be part of the online shop.

Images of artworks must be emailed to **weddinlandcare1@outlook.com** and include title of the artwork so we can easily match the correct image with the correct information. Please ensure high quality images are sent through, gallery staff may retake photos if required.

Exhibition Title: Gallery of Gums by Weddin Landcare

Artist Name: _____

Grenfell Art Gallery

Code (artist initial & number)	**Artwork Title**	**Description** (medium, framed/unframed, details)	**Agreed Selling Price** (including 20% commission)	**Size**	**Sell Online** Yes/No	**Weight** (if Yes, please indicate for postage)

Total SALES value of all exhibited works $ _____

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GRENFELL ART GALLERY EXHIBITION POLICY & CONDITIONS

The following conditions must be adhered to by all exhibitors

- The artworks submitted must be the works of the artist
- All artwork submitted shall be reviewed by the Grenfell Art Gallery Coordinator prior to display, with the coordinator reserving the right to decline any exhibit or works due to content or construction
- Artworks to be delivered on the designated day and time as stated by the Grenfell Art Gallery Coordinator
- All packing material must be taken away by the exhibitor due to limited storage space at the gallery
- Exhibitor and staff member to go through artworks delivered for the exhibition and check them against itemisation list provided. All artworks will be checked for damages once unpacked before the exhibitor leaves.
- Artworks are hung/displayed at the coordinator's discretion. Exhibitors may help with installation by prior arrangement.
- Artworks for hanging are to be no smaller than A4 and either framed or stretched canvas. All pieces are to have D hooks ¼ of the way down on both sides.
- Commission will be charged on all artworks sold at the rate of 20%. Payment for all sales will be made within 30 days after the close of the exhibition. For artworks exhibited and sold as a result of the Grenfell exhibition the gallery requests the exhibitor donates the commission to the Grenfell Art Gallery to ensure its ongoing sustainability.
- The exhibitor acknowledges the exclusive rights to the Grenfell Art Gallery for their artworks within Weddin Shire for the duration of their exhibition
- All remaining works are to be collected by the exhibitor at their own cost at the close of the exhibition. Exhibitor to bring their own packaging materials
- Each exhibition will receive an evening launch on the Friday from 5:30pm to 7pm. Exhibitors are encouraged to attend and will be asked to do a short talk about themselves, their artwork and the exhibition.
- The gallery coordinator will organise and cover the cost of the light refreshments, soft drink, tea/coffee and juices. If the artists would like additional beverages, they will be required to provide this at their own expense and will need to advise the gallery coordinator in advance.

Disclaimer

I understand that while my works are stored and displayed by the Grenfell Art Gallery, they are covered by Weddin Shire Council Contents insurance policy, which provides cover for the collection maximum cumulative value of $2,000,000 and for any one item up to the value of $250,000. Transit insurance for works coming to or going from the Gallery is not included. Arrangements for this cover, if required, should be made by the exhibitor.

EXHIBITOR

Name: _____

Signature: _____ Date: ____/____/____

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