

# LightSpace Gallery

7 Cook Road, Media, PA 19063

LightSpaceGallery.com

[LightSpaceGallery@gmail.com](mailto:LightSpaceGallery@gmail.com)

## Artist Agreement

Artist's full name: \_\_\_\_\_

Artist's home address: \_\_\_\_\_

Artist's email address: \_\_\_\_\_

Artist's phone number(s): Home: \_\_\_\_\_ Cell: \_\_\_\_\_

Artist's age (if under 18): \_\_\_\_\_

### Artwork #1

Title \_\_\_\_\_

Medium \_\_\_\_\_

Dimensions \_\_\_\_\_

Is the original for sale? **Yes / No**

Is the original framed? If yes, describe frame: \_\_\_\_\_

Price of original \_\_\_\_\_

Do you wish to sell prints of this artwork? **Yes / No**

### Artwork #2

Title \_\_\_\_\_

Medium \_\_\_\_\_

Dimensions \_\_\_\_\_

Is the original for sale? **Yes / No**

Is the original framed? If yes, describe frame: \_\_\_\_\_

Price of original \_\_\_\_\_

Do you wish to sell prints of this artwork? **Yes / No**

Artwork #3

Title \_\_\_\_\_

Medium \_\_\_\_\_

Dimensions \_\_\_\_\_

Is the original for sale? **Yes / No**

Is the original framed? If yes, describe frame: \_\_\_\_\_

Price of original \_\_\_\_\_

Do you wish to sell prints of this artwork? **Yes / No**

Artwork #4

Title \_\_\_\_\_

Medium \_\_\_\_\_

Dimensions \_\_\_\_\_

Is the original for sale? **Yes / No**

Is the original framed? If yes, describe frame: \_\_\_\_\_

Price of original \_\_\_\_\_

Do you wish to sell prints of this artwork? **Yes / No**

Artwork #5

Title \_\_\_\_\_

Medium \_\_\_\_\_

Dimensions \_\_\_\_\_

Is the original for sale? **Yes / No**

Is the original framed? If yes, describe frame: \_\_\_\_\_

Price of original \_\_\_\_\_

Do you wish to sell prints of this artwork? **Yes / No**

Thank you for submitting an image or images of your Artwork and accompanying text, if any, to LightSpace Gallery for publication on our website! In submitting the image or images of your Artwork, you hereby represent and warrant that the Artwork is original to you and any photos or images or graphics thereof, and accompanying text, if any, is original to you and/or that you own or control all rights to the Material to freely and completely grant the rights hereunder to LightSpace Gallery. By submitting this artwork, you also have understood and accepted the terms below:

1. You understand that LightSpace Gallery will be exhibiting your artwork online at LightSpaceGallery.com from the start date of April 1, 2023, to the end date of June 20, 2023.
2. You understand that submitting artwork does not guarantee that it will be used, displayed, published, or otherwise reproduced.
3. You allow LightSpace Gallery to promote images of your artwork and the accompanying information through printed cards, flyers, posters, and email newsletters, Instagram, Facebook, and the LightSpace Gallery website.
4. You understand that LightSpace Gallery may edit your submitted photos to achieve better photo quality.
5. If somebody contacts you between April 1, 2023 and June 20, 2023, to express interest in purchasing an original or print that is featured on LightSpace Gallery's website, it is expected that you will direct your customer to make the purchase through LightSpace Gallery, rather than selling it yourself.
6. LightSpace Gallery will be responsible for promoting the artwork, communicating with buyers and artists, advising artists, notifying artists of the sale of their work, and helping facilitate shipping arrangements between artists and buyers.
7. The Gallery is responsible for collecting payments from customers. The Gallery is responsible for distributing payment to you (the artist) no later than 7 days after the exhibition ends.
8. Artists are responsible for paying taxes on their sales.

#### **The sale of original artworks:**

1. If you are accepted into LightSpace Gallery's exhibition, you must keep the accepted artworks available for sale for the entire duration of the show (April 1, 2023 – June 20, 2023). During this exhibition, do not sell your accepted artworks through other venues or give them as gifts. Keep the artworks available with you and ready to be shipped to customers at any time until the show ends.
2. If your original artwork sells while exhibited in LightSpace Gallery, you are expected to ship the artwork to the customer.
3. Shipping will be free for all customers within the Continental USA. Be sure to price your artworks high enough to cover the cost of shipping.
4. LightSpace Gallery pays artists **80%** of the price of original artwork sold.
5. You must notify LightSpace Gallery immediately if one of your original artworks featured for sale on our website has been sold or has been damaged.
6. If an artwork is damaged during shipping, the customer may return the artwork for a full refund or may exchange it with the artist for a different artwork.

**The sale of prints:**

7. Artists have the option of selling prints of their artwork through LightSpace Gallery, in addition to selling originals. If you (the artist) choose to sell prints, LightSpace Gallery is responsible for creating prints upon customer request. These will be giclees on archival matte paper or canvas.
8. Pricing for prints will be determined by LightSpace Gallery.
9. Prints will have free shipping withing the Contintental USA.
10. LightSpace Gallery is responsible for packaging and shipping prints to customers.
11. LightSpace Gallery may not produce prints of the artist's works after the end of the exhibition (June 20, 2023), unless prior written approval is given by the artist for each instance.
12. If a print arrives damaged, it may be returned for a full refund or exchanged for a new identical print.
13. LightSpace Gallery pays artists **50%** of the price of any prints sold.
14. The Gallery is responsible for handling sales of prints and collecting payments. The Gallery is responsible for notifying the artist of sales and distributing all payments to the artist no later than 7 days after the exhibit ends.

You affirm that you are at least 18 years of age and possess the legal right and ability to enter into this Agreement, or that you are the parent or legal guardian of the minor who is submitting the artwork. Please signify that you have read and agree to be bound by each of the terms and conditions in this agreement by signing in the space provided for your signature below.

ACCEPTED AND AGREED: \_\_\_\_\_  
Artist (or Parent/Guardian if under 18) Signature

Print Name of Artist (or Parent/Guardian if under 18): \_\_\_\_\_

Date: \_\_\_\_\_