



Call to Artists
2017 Holiday Magic Exhibit at Pendleton Playhouse

Exhibit Dates: December 1 – December 17, 2017

The ARTS Center of Clemson and Clemson Little Theater would like to invite you to share the magic of the holiday in conjunction with the production of *Miracle on 34th Street*, based on the Twentieth Century Fox motion picture, directed by Sybil Todd. You are invited to submit up to three 2-dimensional images* for this exhibit. The exhibition will be held at the Liz Smith Cox Hall Gallery, Clemson Little Theater-Pendleton Playhouse.

PRESENTATION OF WORK: Exhibitor must prepare all works for professional presentation (i.e. framing, wiring and such). **Each piece must be framed and wired.** Pieces that are not properly framed and wired for hanging **will not be considered.** The Clemson Little Theatre will provide all hardware necessary for mounting. If specialized hardware is required, please notify CLT at least three weeks before installation.

CONTRACT: The artist will be contracted for the Exhibit by The Clemson Little Theatre, and contracts will be available through the Clemson Little Theatre office.

COMMISSION: The Clemson Little Theatre will insure all work for the duration of the loan period, but is not responsible for setting appraised value on any item loaned for exhibition. Work is not required to be for sale but must be valued for insurance purposes. The ARTS Center and The Clemson Little Theater will receive a 40% commission with 20% going to Clemson Little Theater and 20% going to The ARTS Center.

PROMOTION: If an artist wishes for their images to be used for publicity purposes **please send to The ARTS Center of Clemson on or before November 10, 2017.** A digital document is **preferred** and can be sent via email to bethgautsch@explorearts.org. The Holiday Magic Exhibition will be promoted through The Clemson Little Theatre and The ARTS Center electronic newsletters.

DROP OFF: Cox Hall, 214 South Mechanic Street, Pendleton, SC 29670 on **Tuesday, November 14 or Wednesday, November 15 between 9am and noon** or by special arrangement with The ARTS Center office: 864-633-5051.

PICK UP: Cox Hall, 214 South Mechanic Street, Pendleton, SC 29670 on **Tuesday, December 19 or Wednesday, December 20 between 9am and noon** or by special arrangement with The ARTS Center office: 864-633-5051.

To reserve your place in this Exhibit please fill out the information below and return to The ARTS Center, 212 Butler Street, Clemson, SC 29631 or email to info@explorearts.org.

(Please print)

Artist Name: _____

Phone number (home) _____ (cell) _____

Email: _____

Artist Signature: _____ Date: _____

The Arts Center at Cox Hall Gallery
ARTIST LOAN & EXHIBITION AGREEMENT 5/16
2017 Holiday Magic at Cox Hall

Agreement entered into on *(date)* _____, by and between **The ARTS Center and**
(Exhibitor) _____. Both parties agree to the following:

All artwork will be insured for the duration of the loan period, but The Arts Center nor The Clemson Little Theatre are responsible for setting appraised value on any item loaned for exhibition. Work is not required to be for sale but must be valued for insurance purposes. The Arts Center and The Clemson Little Theatre will each receive 20% of sales through the exhibit as commission.

1. The name of the exhibit will be **Holiday Magic at Cox Hall**. The exhibit will open on Friday, December 1, 2017 and will continue through Sunday, December 17, 2017. The Exhibit opening reception will be Friday, December 1 from 7:00 to 7:45pm prior to the opening of the show.
2. The Arts Center reserves the right to determine what and how many works will be exhibited based on work size and the special requirements of exhibiting space.
3. The Arts Center reserves the right to not exhibit any works that do not conform to the Center's standard for quality or goals for the exhibit.
4. **Delivery and pick of the works:** Works should be delivered to and picked up at The Clemson Little Theatre's Cox Hall Gallery. Standard picture hanging hooks and nails are provided.

DROP OFF: Cox Hall, 214 South Mechanic Street, Pendleton, SC 29670 on **Tuesday, 11/14 or Wednesday, 11/15 between 9am and noon** or by special arrangement with The ARTS Center: 864-633-5051.

PICK UP: Cox Hall, 214 South Mechanic Street, Pendleton, SC 29670 on **Tuesday, 12/19 or Wednesday, 12/20 between 9am and noon** or by special arrangement with The ARTS Center: 864-633-5051.

5. Exhibitor must prepare all works for professional presentation (i.e. framing, wiring and hardware). Pieces that are not properly framed and wired for hanging will not be considered. Artists hanging their work will be responsible for repairing all holes and scratches to the walls at the time of removal. The ARTS Center can assist as needed.
6. The Arts Center and The Clemson Little Theatre staff will treat each work with the utmost care and professional handling. All work will be noted by The Arts Center for condition.
7. The works in the exhibition will be insured under The Clemson Little Theatre and The ARTS Center coverage for the duration of the exhibit. In order to receive this coverage the Exhibitor must complete The Arts Center's Insurance & Condition Document. The ARTS Center will insure work up to 60% of the retail price of the piece, reflecting the amount the artist would receive if the piece was sold. Works priced NFS will be insured at 100% of the stated value.
8. Works are not required to be available for sale. However, if the Exhibitor wishes to make any works available for sale, The Arts Center will conduct such. Purchasers will pay The ARTS Center the full amount of the retail price of the work. A 40% (20% for CLT and 20% for TAC) commission will be deducted from

that total and the net amount will be paid to the Exhibitor. The ARTS Center and Clemson Little Theater does not collect or compute sales tax. Sales tax is the sole responsibility of the artist.

9. If the Exhibitor wishes for their images to be used for publicity purposes **please send to The ARTS Center of Clemson**. A digital document is **preferred** and can be sent via email to BethGautsch@explorearts.org and will be promoted through The Clemson Little Theatre and The ARTS Center electronic newsletters.
10. The Exhibitor has read this agreement and is willing to abide by its guidelines, rule and regulations. Signatures signify the understanding and agreement between the Exhibitor and The Arts Center regarding the above outlined exhibit. Please attach a separate sheet for any requested changes or concerns.

Please print

Exhibitor/Artist Name: _____

Mailing Address: (Street) _____

(City) _____ **(State)** _____ **(Zip Code)** _____

Phone number _____

Email: _____

Artist Signature: _____ **Date:** _____

-----*office use*-----

Loan accepted by: _____ Title: _____ Date: _____

Label - affix to back of work Title # _____ Medium _____ Price _____ Artist _____ Phone _____
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Label - affix to back of work Title # _____ Medium _____ Price _____ Artist _____ Phone _____
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Label - affix to back of work Title # _____ Medium _____ Price _____ Artist _____ Phone _____
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Artists Name _____

Exhibit Title _____

Please print

Title

Medium

Price or NFS

Insurance Value

Condition of piece

Title

Medium

Price or NFS

Insurance Value

Condition of piece

Title

Medium

Price or NFS

Insurance Value

Condition of piece

Title

Medium

Price or NFS

Insurance Value

Condition of piece

This form may be reproduced to accommodate additional works