



ARTIST CONSIGNEE CONTRACT  
ARTS ON 3 GALLERY  
CHRISTINA LAKE ARTS AND ARTISANS SOCIETY (C.L.A.A.S.)

Artist's Name

Business Name

Mailing address

Phone

e-mail

GST number if applicable

1. The Arts on 3 Gallery, located in the Christina Lake Welcome Centre, is operated on a consignment basis with 60% going to the Artist/ Consignee (exclusive of sales tax), the remaining 40% of commission goes to C.L.A.A.S.. (Christina Lake Arts and Artisans Society).
2. All work eligible for submission must be handmade by the artist. It is the responsibility of the Artist/Consignee to submit digital copies of the work to the C.L.A.A.S jury committee for review.
3. The Artist/Consignee is responsible for establishing the retail price of the work. Their commission will come out of the retail price. Prices should be consistent within the region.
4. Artists/Consignees are paid by the 15<sup>th</sup> of the following month by electronic transfer. Monthly payments will only be made to those Artist/Consignees who have had \$20 in sales or more. Insufficient sales will carry over to the next month(s).
5. The Gallery may contact Artist/Consignees to remove work if it has not sold for a period of 12 months. Work must be brought to the gallery and removed from the gallery on

specified days of the month or by special arrangement. Artists must supply an inventory sheet upon delivery and removal of work

6. In the event that work is damaged it will be returned to the artist. Artist/Consignees are responsible for their own insurance against damage and or theft. Arts on 3 Gallery is covered by insurance for fire and criminal activities i.e. breaking and entering, The Gallery takes necessary measures to prevent theft, but there is no coverage for shoplifting or breakage.
7. Defective merchandise will be returned to the Consignee and dealt with on an individual basis. Items that are proven to be defective or do not meet our quality standards, will not be merchandised and returned to the Consignee at their own expense.
8. The Consignee is responsible for all fees associated with delivery and removal of work.
9. The Artist/Consignee owns their work until it is sold. The responsibility is upon the Consignee to maintain their own inventory record of the products and prices that they have submitted.
10. Consignment merchandise delivered to the Arts on 3 Gallery must be properly packaged for storage if there is a duplication of items that cannot all be displayed at once.. Product delivery must be scheduled and received by a staff person.
11. When an Artist/Consignee chooses to remove inventory from the Gallery, two week notice must be given. Return Shipping costs will be the Consignee's responsibility.
12. Consignees must pay an annual membership fee. This fee covers CLAAS membership, display, marketing, onsite promotion and listing in website and social media. Fees will be automatically deducted from July consignment payments which are issued in August. Statements will be mailed to any artists who have not had sufficient sales from which the fee can be deducted during the previous month.

Signed on this date;

Artist;

CLAAS Representative: