

## Little EGG Gallery – Terms and Conditions

### 1. INSTALLATION BY LITTLE EGG GALLERY:

- Artists will be responsible for dropping off work during the date and time stipulated.
- Temporary labels are required to be attached on the front of the artworks indicating artist name, title, medium and price. This is for identification purposes and will be removed once the show is installed.
- All artwork must have hardware that is ready to hang. If the Gallery has to provide hardware and/or repair hardware, there will be a minimum charge of \$15 per artwork. The Gallery will also not be responsible for any damage to the artwork.
- LITTLE EGG GALLERY will be responsible for sign in of artwork.
- Artists are responsible for installation of artwork. LITTLE EGG GALLERY will provide labels for each artwork that will be affixed to the wall adjacent to each artwork.
- Artists may not attach any items directly to the gallery walls. Artwork to be installed only using hardware provided. Artists may not install any adhesives, nails, screws, hooks etc. to the gallery walls and ceiling.
- The artist will provide biographical information and a list of works with titles, medium, support size, and valuation for insurance purposes to the LITTLE EGG GALLERY.
- The works will be exhibited in a solo or group exhibition.

### 3. DIGITAL MEDIA FOR SHOW / WEBSITE:

- LITTLE EGG GALLERY has the right to utilize these files for the purpose of the show, publication and promotion.

### 4. PUBLICITY:

- Invitations to the show are the responsibility of the artist(s).
- The exhibition will be posted on our website.
- The exhibition will be included in our email newsletter, Instagram, Facebook and Artsy pages. Images submitted for must be 5 megabytes maximum. LITTLE EGG GALLERY reserves the right to use these images for any promotional and archival purposes.
- Artworks or exhibitions may be photographed unless written notification to the contrary from the artist is received by LITTLE EGG GALLERY.

### 5. GALLERY VISITS:

- LITTLE EGG GALLERY reserves the right to host public events for the duration of the exhibition. Events such as concerts, readings, meetings, etc., bring additional viewers into the gallery and, as such, increase the opportunity for sales.

- LITTLE EGG GALLERY is open by appointment only, Monday to Friday. The artist is responsible for showing visitors in. A LITTLE EGG GALLERY attendant will be available for the chosen opening reception date and on Saturdays between 12 pm – 4 pm.
- Access to the show, including but not limited to, the artist, their family and friends, is by appointment only.

#### 6. ARTWORK RESTRICTIONS:

- Artwork must be ready to hang or display. Framed artwork must be properly wired according to weight.
- LITTLE EGG GALLERY provides display stands for sculptural work.
- Artwork hung on walls must not exceed 30lbs.
- LITTLE EGG GALLERY reserves the right to refuse any artwork that it deems to be offensive, obscene or inappropriate for this exhibition.
- Curator's decision is final and binding.

#### 7. INSURANCE:

- The Artist will be responsible for the insurance of the full value of the works of art, including the deductible amount, during the transit to the LITTLE EGG GALLERY, while on exhibition and in the Gallery and while in transit for return to the Artist after the closing of the exhibition.
- Artist to provide proof of insurance at least 2 weeks in advance of the exhibition.

#### 8. TAKEDOWN:

- Artwork may not be removed from the exhibit before the pickup date and time as stipulated by the LITTLE EGG GALLERY.
- LITTLE EGG GALLERY staff will be responsible for overseeing artwork pick up.
- If the artwork is not picked up within 7 days of the scheduled Pick-Up date, the artwork will be donated to a local charity.

#### 9. SALES:

- The Gallery will not take commission on sales; purchase enquiries will be directed to the Artist or to his/her designated agent.
- Artists are responsible for managing all sales.

#### 10. ARTIST'S WARRANTY

- The Artist warrants that:
  - he or she is the sole author of the work;
  - the Work is original and does not infringe any existing copyright;
  - he or she is the exclusive owner of the rights conveyed to the Gallery and he or she has full power and authority to grant the rights; and

- he or she has not previously assigned, pledged or otherwise encumbered the rights granted under the Agreement.

#### 11. MISCELLANEOUS

- LITTLE EGG GALLERY does not insure any artwork against theft, loss, damage or any other incident. LITTLE EGG GALLERY will make a reasonable effort to safeguard work.
- LITTLE EGG GALLERY assumes no responsibility for loss or damage to any persons or the equipment, possessions, cash, clothing; or any other material brought in or kept on the premises by the exhibitor or by any members, employees or guests of the exhibitor.
- When an extraordinary event or circumstance beyond the control of LITTLE EGG GALLERY such as a war, strike, riot, crime, disease or an event described by the legal term Act of God (such as a hurricane, flooding, earthquake, significant building damage, etc.) occurs, then LITTLE EGG GALLERY may reschedule the show, at its discretion.
- LITTLE EGG GALLERY retains the right to reschedule the show, drop-off and pick-up dates, at its discretion.

#### 12. PAYMENT SCHEDULE

- Once the show dates have been selected, 50% of the show fees will be due. The remaining amount will be due two weeks before the show.
- A damage deposit of \$500 will be charged 2 weeks before the show. This amount will be refunded after the gallery has confirmed that there is no damage to the gallery and common areas.

#### 13. CANCELLATION

- If the artist cannot participate in the show, a minimum 3 month written notice is needed, at which point, the fees paid can be transferred to another date at the discretion of LITTLE EGG GALLERY subject to availability.
- 10% of the total show fees are non-refundable.

I HEREBY CERTIFY THAT I AM THE SOLE OWNER AND CREATOR OF THE ARTWORK SUBMITTED AND HAVE THE LEGAL RIGHT TO EXHIBIT THE ARTWORK COMMERCIALY AND IN DIGITAL FORMAT.

I PERSONALLY AGREE OR I HAVE THE AUTHORITY TO BIND THE ARTIST I REPRESENT. I AGREE TO ABIDE BY THE ABOVE TERMS AND CONDITIONS OF THIS CONTRACT OF WHICH I ACKNOWLEDGE RECEIPT OF A TRUE COPY THEREOF. I AGREE TO SAVE HARMLESS AND INDEMNIFY LITTLE EGG GALLERY, ITS OFFICERS, DIRECTORS, EMPLOYEES, GUARDIANS AND AGENTS FROM ANY AND ALL DAMAGES ARISING FROM THE EXHIBITOR(S) USE OF THE GALLERY.