

# **2018 Earlville Opera House Holiday Shop Artist Agreement**

**Holiday Shop:** November 10 – December 22, 2018

**Hours:** Tuesday – Saturday: 10am-4pm, Sundays: 12-4pm, Closed Mondays

**Artist Name:**

**Mailing Address:**

**Phone Number:**

**E-mail:**

**Website:**

**Artistic Medium:**

I agree to participate in the 2018 Holiday Gift Shop and will adhere to:

1. Set-up my artwork display in the space allotted to me during the dates and times of:  
November 1-9, during open days from the hours of 10am-4pm.
  2. Provide a detailed inventory list prior to display set-up for review with EOH staff. *An inventory list with instructions will be provided. Note: It is the artist's responsibility to check their inventory prior to the start of the sale, during and after.*
  3. Provide back-up inventory as necessary for replenishing your display. Please place extra inventory in a clearly labeled box for storage under the display table. Be sure to include these items in your inventory.
  4. Provide labeled artwork with easily removable but secure tags (NOTE: You DO NOT need to double label your work!). Tags should include price, inventory I.D. number (explained on inventory sheet), and your initials or business initials. *EOH is not responsible for errors caused by price tags falling off, so please be sure tags are secure but removable.*
  5. Assume a 30% EOH commission on artwork sales. This can be reduced to 25% if artists volunteer to staff the Holiday Shop for a minimum four (4) hour shift (we strongly encourage and need volunteers!).  
 Please check this box if you would like to volunteer, and indicate when you are available here:
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6. An 8% NYS sales tax will be applied to each sale (absorbed by purchaser of artwork).
  7. Pick up of artwork will begin on the last day of the Holiday Shop, December 22, 10am -4pm. *Note: If you are unable to pick up your unsold artwork during this time, it will be safely stored at the EOH through the holiday season and available for pick up beginning January 15, 2019. All sales will be reconciled with checks provided to participating artists after the New Year.*
  8. Allow EOH photo release rights to use pictures of artwork on display.
  9. Understand the EOH is not responsible for lost or damaged items and is released from any liability arising out of my participation.

**Signed (Artist signature):**

**Date:**

**NEW:** As an 'add-on' for 2018, the EOH will have a small silent auction table on-site at the Holiday Shop through December 8. This "Silent Night" auction table will be available for shoppers to silently bid on artwork and EOH merchandise, all to benefit the programs and services of the EOH. We are asking for the donation of a small item from each participating artist. This is NOT a requirement for participation, and we understand, appreciate and value your time and creative process. Please check here if you are able to assist with this initiative: . Items will be received during set-up. Thank you for your consideration and support, and for your valuable participation in sharing your artistic talents with the community!

**Earlville Opera House, 18 East Main Street, Earlville, NY 13332**

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