

**FIRMLY AFFIX THIS DOCUMENT TO  
ONE OF YOUR ACCEPTED ARTWORKS**



**FEDERATION OFFICE**  
1241 Cartwright Street  
Vancouver, BC Canada  
V6H4B7  
**gallerymanager@artists.ca**  
www.artists.ca 604.681.8534

## **EXHIBITION CONTRACT**

The Federation of Canadian Artists (hereafter the “FCA”) agrees to accept artwork on consignment, listed on the overleaf inventory by ARTIST \_\_\_\_\_ for display in the \_\_\_\_\_ exhibition. Artwork will display on-line at [federationgallery.com](http://federationgallery.com) and at the **Federation Gallery, 1241 Cartwright Street, Vancouver, BC, V6H 4B7, CANADA**. Artwork will be for sale on consignment from the date of receipt of acceptance. By signing this document, the ARTIST agrees, understands and is in compliance with each stipulation listed:

1. The following commission/payment terms will apply to each consigned artwork sold by FCA unless otherwise expressly stated: 35% commission to FCA, 65% payment to ARTIST.
2. The FCA is at liberty to negotiate a discount of up to 10% of the ARTIST’s declared sale price.
3. ARTIST retains ownership of all work consigned to or represented by the FCA.
4. While ARTIST retains copyright to all consigned artwork, as governed by law, ARTIST agrees that the FCA may use an image of their art for promotional purposes whether online or in print, for the promotion of the exhibition or for any other FCA function.
5. ARTIST understands that only use of photographic reference images, not taken by the artist themselves, is prohibited by the FCA, regardless of if the artist has purchased a copyright. Artwork found to be in contravention of this will be removed from the exhibition and prize awards and titles will be revoked.
6. ARTIST understands artwork is under contract with the gallery, from the date of receipt of an acceptance notification to the exhibition until the last day of exhibition. ARTISTS who remove artwork from the exhibition will incur a \$100 penalty.
7. You agree to direct all sales inquiries from the date of an acceptance notification until the last date of exhibition to the Federation Gallery’s Fine Art Consultant via [sales@artists.ca](mailto:sales@artists.ca)
8. Payment to ARTIST will be processed approximately 30 days after receipt of payment from the Buyer to the FCA. This delay in payment is due to our return policy.
9. Acceptance of installment payment on a sale will be subject to agreement by ARTIST.
10. The FCA will maintain insurance for fire and theft, and declares that all consigned artwork will be covered by said insurance while in FCA possession. Reasonable efforts will be made to protect consigned artwork from accidental damage or breakage. By signing this waiver, you agree to not hold the FCA, their staff, volunteers and representatives responsible for damage or loss. You agree to maintain responsibility of any costs associated with loss or damage to artworks, frames or display materials.
11. ARTIST will remain responsible for insurance on artwork while artwork is in transit and for accidental damage and breakage. ARTIST is responsible for any costs incurred for delivery or return.
12. Should the consigned artwork remain unsold at the end posted exhibition term, ARTIST must retrieve their work or arrange for shipment. Artwork left for more than two weeks after the end of the contract term will become property of the FCA.

\_\_\_\_\_  
ARTIST signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ARTIST name

Artwork Inventory

**EXHIBITION TITLE: The Curated Collection**

**ARTIST'S LAST NAME:**

<b>Title</b>	<b>Size</b>	<b>Medium and Substrate</b>	<b>Price</b>

\* Please note that the information stated in the artwork inventory must match the information you input to the online submission form.

This document is used by FCA Office Staff and the Art Handler for the purposes of tracking your delivered artwork.

Any changes made to titles, sizes, mediums, prices of framing details on this document that deviates from your submitted information will not be received and changes will not be honoured as stated in the call booklet for every exhibition.