

**EMAIL COMPLETED CONTRACTS TO  
GALLERYMANAGER@ARTISTS.CA  
DO NOT SNAIL MAIL PAPER CONTRACTS  
FOR ONLINE EXHIBITIONS**



**FEDERATION OFFICE**  
1241 Cartwright Street  
Vancouver, BC  
V6H 4B7 CANADA  
[gallerymanager@artists.ca](mailto:gallerymanager@artists.ca)  
[www.artists.ca](http://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 with **Recognized** Artworks. Artwork will display online only at [www.federationgallery.com](http://www.federationgallery.com). 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 FCA, 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. If artwork was submitted as "for sale", ARTIST agrees 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 at [sales@artists.ca](mailto:sales@artists.ca)
8. Sold artworks will be delivered to the FCA. 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.
9. 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.
10. Acceptance of installment payment on a sale will be subject to agreement by ARTIST

\_\_\_\_\_  
ARTIST Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ARTIST Name

**Artwork Inventory**

**EXHIBITION TITLE:**

**ARTIST'S LAST NAME:**

<b>ARTWORK TITLE</b>	<b>SIZE &amp; WEIGHT</b>	<b>MEDIUM AND SUBSTRATE</b>	<b>FOR SALE / NOT FOR SALE / SOLD</b>	<b>PRICE (IF APPLICABLE)</b>	<b>FRAMED / UNFRAMED / WITH STAND</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 Staff for the purpose of tracking your work. Any changes made on this document that deviates from your submitted information will not be received or transferred to the online system, and changes will not be honoured.