

LAB X GALLERY

EXHIBITION TERMS & CONDITIONS

Gallery hire \$220 per week inc GST for individual shows (1-2 people)
 \$400 per week inc GST for group shows (3+ people)

Lab X commission on sales 25%

Lab X Gallery will provide:

Adjustable track lighting in gallery.

Lab X staff to supervise exhibition at all times.

Distribution of press release.

Mail-out of invitations to Lab X mailing list, (250 mail plus email register.)

Art Almanac listing plus other online listings.

Design and printing of posters to hang at Lab X advertising the exhibition.

Assistance to design and print invitation (printing at additional cost) if necessary.

Printing of pricelist for exhibition.

The Artist(s) are responsible for:

Providing Lab X with an Artist statement and print resolution files of work for generation of press release and advertising material.

Delivery and collection of work to and from Lab X.

All picture hooks/pins for hanging work.

Hanging and removal of the exhibition with supervision and advise from Gallery manager.

Food and drink for the opening.

All platters and glasses to be provided/hired by the artist. (Dan Murphy's hire glasses).

Cleaning up after the exhibition opening. This must be done on the night of the opening before the lab closes. Any additional cleaning or washing of glasses etc may be done on Sunday 1 – 7pm.

The gallery must have all holes filled and be repainted at the end of each show.

The artist may fill and paint the gallery themselves, gallery hire includes the cost for filler and paint.

Alternatively the artist may pay Lab X a fee of \$100 inc GST to have it done by Lab X.

Lab X will create an invoice for any production costs involved with the exhibition. The terms of this invoice will be 7 days, (unless specified otherwise by Lab X.)

Lab X will pay the artist all money owing from the sale of artwork during the exhibition, minus commission, when all of the sales have been paid in full.

Lab X accepts no responsibility for any damage, theft or loss caused to any artwork whilst at Lab X. The Artists should provide insurance for their artwork should they desire it. Lab X will provide public liability insurance.

For group exhibitions the signatory below shall act as representative for the group and shall be responsible for ensuring that all the above mentioned terms and conditions are conformed to.

I/We agree to the exhibition terms listed above by Lab X.

Name exhibitor/s for

Exhibition title

Signed Date