



Greene Arts

Greene County Council on the Arts
398 Main Street, P.O. Box 463
Catskill, NY 12414
518.943.3400
Fax: 518.943.5502
gcca@greenearts.org
www.greenearts.org

GCCA BOUTIQUE GALLERIES CONSIGNMENT CONTRACT AND LOAN AGREEMENT

Artist's Name: _____

Address: _____

Telephone: _____ / _____
(day) (eve)

Email / Web: _____

Social Security Number: _____

GUIDELINES

GCCA membership is required to sell in our Boutique. Memberships are available for Individuals at \$25, Family \$40, Senior/Student \$10. Call to receive a membership form in the mail or download one from our website.

Submission of Artwork: All pieces must be ready to display. Two dimensional work must be framed or have hanging devices attached (wire preferred). Please check with us on availability of pedestals for three dimensional work. **Enclose a copy of this form with your work.** A signed copy will be returned to you as receipt for your work.

Delivery and Return of Artwork: It is the responsibility of the artist to deliver artwork to the gallery. If shipped, works must be sent in reusable containers with a check for return delivery and (if desired) insurance in transit, unless other arrangements are made in advance with GCCA personnel. **Shipping: GCCA Catskill Gallery, 398 Main Street, PO Box 463, Catskill, NY, 12414 ph: 518-943-3400 or Mt. Top Gallery, 5348 Main Street, Windham NY 12496.**

Commissions: The GCCA shall receive a commission of 30% of the retail price of each work sold, unless the artist would like to donate a larger percentage.

Insurance: The GCCA shall insure the artwork while it is on display. Should an insurance claim be necessary, the artist will receive the net value of the work (ie: retail price minus GCCA's commission). In case of damage or loss of art work, verification of actual value will be the artist's responsibility based on previous sales or estimates from a qualified conservator or repair person. Any claims resulting from damage, loss or theft must be made in writing within 30 days.

I agree that all works listed above be loaned to the Greene County Council on the Arts (GCCA) for sale on commission in the GCCA Sales Gallery.

Signature of Artist or Artist's Representative Date

Signature of GCCA Personnel Date

My membership is	
<input type="checkbox"/>	New
<input type="checkbox"/>	Up To Date
<input type="checkbox"/>	Renewing Now

PLEASE INITIAL ONE OF THE OPTIONS BELOW

_____ I agree to the standard 30% commission on the retail prices listed above to be paid to the GCCA.

_____ I would like to donate a larger percentage of _____% as a commission on the retail prices listed above.

INVENTORY PAGE

Artist Initials Inventory #	Date Received	Date Returned/Sold	Title/Description of Work	Medium	Size	Retail Price
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						\$ _____
Notes _____						

						\$ _____
Notes _____						

						\$ _____
Notes _____						

						\$ _____
Notes _____						

						\$ _____
Notes _____						

						\$ _____
Notes _____						

						\$ _____
Notes _____						

Your **Artist Initials**, **Inventory #** and **Retail Price** should appear on your price tag. Example:

PLEASE NOTE: OUR BOUTIQUE VOLUNTEERS WILL SELECT CONSIGNMENTS FOR DISPLAY.

FMP #1
\$45

Add additional inventory pages as necessary.