

# Memorandum of Understanding for Art Owners with Works in the February 2019 LVAC Exhibit

Please print out, answer questions, and initial statements.

The Las Vegas Arts Council (LVAC) has selected a work from your private collection for showing in the February 2019 show at Gallery 140, 140 Bridge Street, Las Vegas, NM.

Name of Work (if named): \_\_\_\_\_

Description: \_\_\_\_\_

Artist: \_\_\_\_\_

Medium: \_\_\_\_\_

Size: \_\_\_\_\_

Art owner agrees:

## Mandatory

1. That the work submitted for display is the property of the owner and, to the best of the owner's knowledge, is an original creation of the artist named. \_\_\_\_\_
2. That work by this artist has not, to the best of the owner's knowledge been exhibited in Las Vegas in the past five years. \_\_\_\_\_
3. That the owner wishes \_\_\_\_\_ or does not wish \_\_\_\_\_ to remain anonymous in all publicity and labeling the work at the show. \_\_\_\_\_
4. To be or become a member of LVAC (\$25 fee) prior to installation of the show. \_\_\_\_\_
5. To fill in all blanks on this MOU, sign it, and give it to LVAC prior to installation of the show. \_\_\_\_\_
6. To bring the work of art to the gallery during operating hours by January 29. (Tuesday-Saturday 1 to 4 pm) or arrange by January 24 for LVAC to pick up the work.
7. To remove the work from Gallery 140 by COB February 28. \_\_\_\_\_
8. To provide LVAC by email a brief statement telling what you know of the artist's life, work, and time in the Las Vegas area (lvac@lasvegasartscouncil.org).
9. To accept that LVAC is unable to assume responsibility for damage to or theft of the work of art and does not maintain insurance against such losses.

## Optional

10. To provide a digital photograph of the work of art to LVAC at lvac@lasvegasartscouncil.org in JPEG or PNG format. \_\_\_\_\_

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11. To staff the gallery on \_\_\_\_\_ days during the run of the show. \_\_\_\_\_

Days Hours Available
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12. To authorize the gallery to offer the work for sale for \$\_\_\_\_\_. The Gallery would pass the offer on to the owner (anonymously if preferred in item 3.) This would be a private sale between the owner and the buyer, with taxes and shipping to be handled by the owner. Sale would be subject to a 15% commission to be paid by the owner to LVAC. \_\_\_\_\_

13. To publicize the show through his/her own mailing lists, social media, and word of mouth.

\_\_\_\_\_

## LVAC

- Carries insurance on events in the building that covers attendees only, not those coordinating or participating in the show.
- Will publicize the show on LVACs Community Calendar, Website and Facebook page, and member email; by giving to the city “ambassador;” and by print media and radio.
- Will take measures to protect the anonymity of the owner, except for holding a private reception to which the owners will be invited.

## LVAC does NOT

- Carry insurance on art work. That is the responsibility of the artist.
- Handle packing or shipping of works of art.
- Assume responsibility for any purchase payments kept in the gallery.

## Additionally

- **LVAC retains the rights to use credited images of your work in advertising, promotions, and archives.**
- **Work left in the building after scheduled tear down will be considered the property of LVAC.**

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## Signatures

Art Owner	LVAC
Printed Name: _____	Printed Name: _____
Signature: _____ Date: _____	Signature: _____ Date _____
Phone, Text, or Email: _____	Address: _____ _____
	Phone, Text, or Email: _____

Additions to MOU