

NEW MEMBER LETTER OF AGREEMENT

This Letter of Agreement dated _____ will serve as an Agreement between THE WASHINGTON PRINTMAKERS GALLERY (Gallery) and the undersigned-exhibiting artist (Artist).

Gallery shall provide a space for Artist to exhibit his/her artworks. Artist will be entitled to hang one print, archivally matted and framed, each month in the gallery. Artist will be entitled to one solo exhibition or one two-artist exhibition every 2 years (approximately) on a rotating basis to be determined by the Exhibitions Committee. Artist shall be entitled to display, at all times, 12 properly shrink-wrapped artworks for the bins, 17 unmounted artwork in the flat files, plus online representation on the Washington Printmakers Gallery website: (<http://washingtonprintmakers.com>)

Artist is responsible for logging artwork in and out and for signing in the work for the monthly membership show by email by the stated deadline from the Exhibition Committee. Artists will contribute to gallery tasks and/or gallery sitting or pay a surcharge as agreed upon by the Board of Directors.

Monthly Dues are \$150.00

Upon acceptance of full membership, a **first monthly dues payment should be made before artist's work is hung.** Dues are expected to on or before the end of the month. Late dues incur a penalty fee of \$20. If dues are two months in arrears, the Artist's work will not be hung.

Monthly change of show takes place on the last Sunday of the month, when a monthly board/membership meeting is held. Any member in attendance may vote on issues raised. In order to encourage broad participation in gallery policy-making and activities, members are welcome to attend these meetings._

Gallery will take 40% commission on each piece of art sold. Artist retains 60% and sets price of own artwork.

Space is limited for storage in the gallery therefore any work left for more than 30 days after a show will become the property of the gallery and dealt with accordingly.

Gallery will be responsible for routine mailing and publicity. Artist will pay expenses for his/her solo or group shows (mailing, shipping, special publicity, photocopying, invitations, etc., and opening receptions). If unable to hand deliver work, or are a remote member, shipping costs and any insurance is the responsibility of the artist. A bar coded return label is required. Unless a typed, printed, bar-coded return label is included with shipped work or we have your credit card number on file, your work will not be installed.

Artist must sign this Letter of Agreement as a commitment to one-year membership. A three month written notice must be given prior to termination of membership.. The Board of Directors may waive part or all of this requirement in case of extreme hardship or extraordinary circumstances. At its discretion, the Board may terminate the Artist's membership if dues are sixty days in arrears, or if the Artist is not fulfilling the obligations of membership.

When extraordinary requirements exist, the Board of Directors may levy special assessments, which shall be payable in addition to the established monthly dues.

The undersigned Artist agrees to the conditions set forth in this Letter of Agreement.

THE WASHINGTON PRINTMAKERS GALLERY

Date: _____

Date: _____

Artist: _____

Gallery President: _____