



2026-2027 ARTIST AGREEMENT

Artist name: _____

Exhibition opening (tentative date): _____

TERMS AND CONDITIONS

1. All work submitted must be ready to hang, with secure wiring fastened to both vertical sides on the back of the frame for attachment to the hanging system. Each work must have taut picture wire positioned 3 inches below the top of the frame and be ready to hang when delivered. All work must be original and must not be included in another local show. A signed agreement and a legible list of the title, medium, and selling price of each work must accompany all artwork. Three-dimensional work cannot be hung on the hanging system and may not be accepted because of space limitations.

2. The CCA Art Committee will exclusively install and remove all artwork for each exhibition. All artwork in the show must be original and available for sale. The Artist agrees to deliver and retrieve the artwork on the assigned dates and at the assigned times. Once installed, artwork may not be removed or exchanged during the exhibition.

3. For each artwork sold, the Artist will receive 75% of the total sale price, and CCA will retain 25% as a donation from the Artist. Once a sale is processed, the artwork becomes the property of the purchaser. Credit card processing fees incurred by CCA will be deducted from the Artist's proceeds. CCA will pay proceeds from artwork sold during the exhibition to the Artist within 10 days after the final exhibition date.

CCA, as the seller of record, will collect and remit all applicable Florida sales tax on the full sale price of each artwork sold, in accordance with Fla. Admin. Code R. 12A-1.081. Sales tax is not part of the Artist's or CCA's share of proceeds and is not the Artist's responsibility to collect or remit. For any commissioned work resulting from the exhibit at the Captiva Civic Center and sold within 45 days after the exhibition closes, the Artist will receive 75% of the total sale price and will remit 25% to CCA as a donation.

4. The days and times the exhibition is open for public viewing will be scheduled and announced in advance. CCA reserves the right to reschedule viewing times as necessary. CCA will provide an opening reception for CCA members and the exhibiting artists.

5. CCA will provide reasonable local publicity for the exhibition. Invitations to the opening reception will be emailed to CCA members. Private viewings by appointment with the CCA Executive Director will be promoted to CCA members.

6. The Exhibiting Artist must sign the waiver below. Any change to this agreement requires the prior written consent of the CCA Art Committee Chair and the CCA Executive Director.

EXHIBITION PERIOD

CCA and the Exhibiting Artist agree that the terms, provisions, and policies in this agreement will remain in effect throughout the artwork receiving, exhibition, and retrieval periods.

Start date: _____

End date: _____



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AGREEMENT AND WAIVER

The undersigned Artist acknowledges and agrees to all terms stated in this agreement and agrees to hold harmless the Captiva Civic Association, its staff, and its volunteers from liability for loss, theft, or damage to the Artist's work. CCA will make every reasonable effort to secure and handle the artwork with care.

Exhibiting Artist signature: _____

Printed name: _____

Date: _____ Phone number: _____

Email: _____

MAILING INFORMATION

Preferred mailing address: *Used to mail payment for sold artwork*

ARTWORK ENTRY INFORMATION

Please provide complete and legible information for each submitted work.

ENTRY #1

Title: _____

Receiving number: _____

Medium: _____

Price: _____

ENTRY #2

Title: _____

Receiving number: _____

Medium: _____

Price: _____

CCA USE ONLY

Date received: _____ Received by: _____

Notes: _____