



*A separate form is needed for each piece of art.*

Artist's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Website or Facebook: \_\_\_\_\_

**General:**

- All work **MUST BE FOR SALE.**
- Items on display may be photographed or reproduced for non-commercial use in publications or for publicity purposes only.
- **Tri-County Literacy Center (TLC)** reserves the **right to reject** any piece of art.
- TLC shall retain as a donation **50%** of the sales proceeds of artwork sold through the **Celebrating the Art of Community** Art Show and its associate web sales page.
- All items included in the **Celebrating the Art of Community** Art Show will be sold using an online auction platform. When buyers use the online payment option, there are fees associated with these purchases. The Artist agrees to assume 50% of those fees and TLC will assume the remaining 50%.

**Responsibilities of Tri-County Literacy Center:**

- TLC has final authority on the set-up and display of the artwork.
- TLC will provide **some** marketing of the exhibition through print, electronic media, signage and inhouse promotional vehicles including website and email lists. Artists are **expected** to promote/market exhibits via networking with their own contacts.
- TLC will manage all sales conducted of artwork sold through the **Celebrating the Art of Community** Art Show and its associate web sales page.
- TLC and Crandall Public Library are **not liable** for the work exhibited. (Stolen or Damaged)
- TLC and Crandall Public Library **cannot be responsible** for artwork that is not picked up on the designated days.
- TLC is a not for profit agency. Artists will be responsible for filing and payment of any tax assessed from the receipt of proceeds from the sale of the artwork.

**Responsibilities of the Artists:**

- **Artists are responsible for any shipping costs** incurred from the transportation of their own art to and from the exhibit.
- Art must be properly framed. All art must be clean and ready to hang with a wire on the back. All work will be inspected at drop off to assure compliance. If not in compliance, pieces will be excluded from the show.
- The artist agrees to adhere to the pick-up and drop-off dates. For art not picked up on the designated dates, the artist agrees to pay a \$5 fee per week per piece for storage. Drop off location is the Tri-County Literacy Center Office located in Crandall Library, 251 Glen Street, Glens Falls, NY.
- **Drop off dates will be April 28 and 29 between 9:00 am and 1:00 pm or April 28 between 4:00 pm - 6:00 pm.**
- **Pick up date will be May 29 between 9:00 am and 1:00 pm.**
- By signing this Agreement, Artist warrants to TLC that Artist has all title, copyright, and provenance to the art submitted to TLC.

- Artist agrees to indemnify, hold harmless and defend TLC, its officers, directors and employees, from and against all claims and suits by third parties for damages, injuries to persons (including death), property damage, losses and expenses, including court costs and reasonable attorney fees, arising out of, or relating from, the performance of this Agreement by Artist.
- The Artist is encouraged to attend the reception on Tuesday, May 5, 2026, between 5 - 7 pm which will be held in the Friends Gallery on the second floor of Crandall Library. Meeting and greeting potential buyers is a wonderful way to market your artwork.

### Art Registration Information

Name of Artwork: \_\_\_\_\_

Listing Price of Artwork: \_\_\_\_\_  
All pieces must be listed at \$250 or less

Medium of Artwork: \_\_\_\_\_

Dimensions of Artwork:

Height: \_\_\_\_\_

Width: \_\_\_\_\_

Depth: \_\_\_\_\_

If my original piece is sold, I would like an opportunity to submit a replacement piece for the show. All replacement pieces would need to be delivered the day prior to when the original piece will be picked up by the buyer.

(Check One):

YES  
 NO

If my artwork is photography, I would like the opportunity to sell multiple copies through the ***Celebrating the Art of Community*** Art Show online website.

(Check One):

YES  
 NO

The Artist has read the above and agrees to these terms and conditions.

Artist's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tri-County Literacy Center, Inc.: \_\_\_\_\_ Date: \_\_\_\_\_  
By: Roseann Anzalone, Executive Director