



Visual Arts Committee
Artist Agreement and Sales Information

The undersigned artist acknowledges the following points of agreement:

1. **Payment Schedule:** Artist will receive a 70% commission on any piece(s) sold if the Artist is a member of Orcas Center. Artist will receive a 60% commission on Non-Member Artist works that sell. A check or payment, less commission, will be issued by Orcas Center to the artist no later than 30 days after payment is received from Buyer. Artist's Social Security number is required by law to be on file with Orcas Center when money is collected on behalf of an Independent Contractor. Orcas Center is required to file a 1099 form with the IRS if the artist's yearly sales total is \$600 or more.
2. **Sales Tax:** Sale price for all submitted art shall include 8.1% or the current combined San Juan County / Washington State tax rate. Sales tax will be deducted from the proceeds prior to the artist / Orcas Center division of the earnings. Orcas Center assumes the responsibility for the payment of the tax to the appropriate agencies.
3. **Condition of Work:** All art must be in a ready-to-hang condition, including hardware and wire. No saw-tooth hangers, loops, or fish line permitted. Art shown at Orcas Center within the last 12 months will not be accepted. Original work is encouraged.
4. **Installation:** The Visual Arts Committee (VAC) members are responsible for the installation and take-down of each show. The PLACEMENT OF ALL WORK IS THE SOLE RESPONSIBILITY OF THE VAC. Your signature on this form authorizes permission for use of your art for publicity purposes.
5. **Liability:** Artists assume all liability for their entries and are encouraged to carry their own insurance.
6. **Delivery and Removal of Artwork:** Art must be delivered and picked up on Art Delivery/Pickup Day. The Center cannot hold your artwork for you. If you are unable to deliver or pickup your art on the indicated day, you must make arrangements for someone else to do it for you. This person must be named below as an Alternate Contact.
7. **Viewing:** Because the Madrona Room is rented for meetings and programs, it may be closed to the viewing public from time to time. Please check with Orcas Center at 360-376-2281, or by emailing info@OrcasCenter.org as to not disappoint visiting family and friends. The lobby is used for many functions and Artwork may have to be rearranged.

IF YOU HAVE READ AND AGREE TO THESE TERMS PLEASE SIGN BELOW:

Signature: _____ Date: _____

Print Name: _____ Phone: _____

Address: _____

Email: _____

Alternate Contact authorized to pick up your work for you

Print Name: _____ Phone: _____