

PIEDMONT CRAFTSMEN CONSIGNMENT CONTRACT

By placing work on consignment at Piedmont Craftsmen, Inc. it is understood that the guild member accepts and will follow these Policies and Procedures.

TERMS OF EXHIBITION

1. The craftsman is responsible for keeping an inventory of works consigned at the gallery and updating it as the work is changed. All work should be identified with the retail price and the individual inventory identification of the artist's choosing on an easily removable tag. All work should be accompanied by an inventory sheet bearing the same information regarding the work.
2. A seven (7) day notification will be required for the removal of consigned goods from the gallery. If possible, work should be replaced in the same media and the same quality. Work may not be removed from a scheduled exhibition while in progress.
3. Piedmont Craftsmen will accept work into the inventory of the gallery following its inclusion in an exhibition or return it promptly to the craftsman. This is at the discretion of the craftsman.
4. Piedmont Craftsmen does not demand an exclusive for the Winston-Salem area. However, we would like to be notified if the craftsman shows elsewhere in the area.
5. Exhibitors shall furnish a current resume, artist statement and color slides or digital images (if possible). PCI will pay general promotion and advertising costs for special shows and openings. The individual craftsman shall be responsible for one half the cost of full color picture postcards (ONLY) for their Artist of the Month show if they have one or special advertising requests.
6. Piedmont Craftsmen will pay for the cost of promotion, postage and refreshments for special openings.
7. As a guild, Piedmont Craftsmen exists for our artists. We strive to maintain a supportive, lifelong relationship with each craftsman. If either the artist or the gallery fails to abide by the terms of this contract, that relationship could be in jeopardy.

TERMS OF CONSIGNMENT

1. Commission to the artist is 60% and to the gallery 40% of the artist's retail price of the work.
2. If the craftsman receives a commission/order through contacts at Piedmont Craftsmen, during the time the craftsman is a guild member, the craftsman will pay a 10% referral fee to the gallery.
3. Piedmont Craftsmen shall have the discretion to add a 5% surcharge to all goods sold through the gallery to help defray our 10% member discount. The craftsman shall retain the 60% commission level of his/her set retail price.
4. Title to the work consigned belongs to the craftsman until sold to a customer. In the event of a payment default, the artist shall have all the rights of a secured party under the Uniform Commercial Code.

TERMS OF PAYMENT

1. Commission checks will be written by the 15th of the next month following a retail sale, however, if the total amount due the craftsman is less than \$25, it may be carried forward until the accumulated amount reaches \$25. All accounts will be paid at least quarterly.

2. If for any reason an item, for which the craftsman has already been paid, is exchanged or returned to Piedmont Craftsmen, the craftsman's percentage of the item's retail amount will be deducted from the next month's commission check. The item will be returned to stock and the craftsman will retain ownership.
3. When a piece is sold as a result of a referral from Piedmont Craftsmen, the craftsman is responsible for paying Piedmont Craftsmen the 10% referral fee within 30 days of having received payment from the client.
4. No item will be sold at a price other than agreed to by the craftsman (plus PCI's 5% surcharge). If the gallery discounts the price to a supporting member or offers an occasional sale in the gallery, all discounts will be deducted from Piedmont Craftsmen's proceeds. If the craftsman wants to participate in a discount in order to sell a particular piece, he/she must provide written approval. If the craftsman has so agreed to the discount, Piedmont Craftsmen and artist will split the retail price of the item on the standard 60/40% commission rate.

TERMS OF INSURANCE

1. Piedmont Craftsmen has insurance covering the craftsman's work from fire, burglary and vandalism, subject to standard policy exclusions.
2. In the unlikely event of theft, the artist will be compensated the total amount covered by the insurance company. This can be the full 60% of full market value, but in some cases may be less.
3. The insurance DOES NOT cover shoplifting. This has been a rare occurrence and extreme care is taken to prevent such an occurrence.
4. Although extreme care is always used when handling works of a fragile nature, occasionally a browser or gallery employee may cause damage to a delicate piece. The gallery cannot assume responsibility for this unfortunate and rare occurrence.
5. In the event of fire or total loss of the gallery, the craftsman will be compensated with a sum based on the value and quantity of their work in the gallery, and subject to the above outlined conditions.
6. Our insurer requires a signed consignment contract as proof of their liability in the event of loss.

Artist Signature

Artist Name - Please Print

Piedmont Craftsmen Representative

Date