



Artist Agreement and Information for 'Muse' Gallery Space (Barre Opera House Lobby)

Date: _____ Artist Name: _____

Address: _____

Telephone(s): _____ Email: _____

Load-in & mount date: _____ Exhibit dates: _____ to _____ Dismount & load-out date: _____

Optional reception date/time requested (rental fees may apply): _____

Contact info: Barre Opera House
PO Box 583
Barre, VT 05641
802-476-0293
projects@barreoperahouse.org

Installation: Artists hang their own show and may bring up to two assistants of their own for this purpose. (BOH Manager of Theatre Operations & Development may be available to assist as necessary.) Please only make use of the specific lobby locations intended for the display of art—see Photo Addendum. This maintains the visual integrity of Muse as a gallery space, and will ensure a thorough exhibition of your work. All pieces must be mounted & displayed using the existing BOH hanging system, and in a way that causes no harm to the lobby walls: No holes, nails, smudges, paint removal, or residue. (Existing nails in the brick work may be used but not altered or moved.) Captions, price tags, master (price) list, biographical and/or exhibit information, guest book, business cards, etc. are the responsibility of the artist. A low tack tape or mounting putty may be used that will not remove wall paint or damage finishes.

Reception: Receptions during business hours are optional and are the responsibility of the artist. Please make arrangements with BOH to ensure availability of the lobby/Muse gallery space for such an event. (Additional rental fees apply for off hours and clean up)

Promotion: Artist's website will be linked on BarreOperaHouse.org, and artists are encouraged to backlink to BOH's gallery page. BOH requires in electronic format (pdf or jpg) an artist bio and at least one high-resolution graphic of artwork. BOH will announce the exhibit on their social media pages and may include other media outlets. Artist promotional materials, such as framed biographical, contact, exhibit, or pricing information; guest book; business cards; etc may be positioned on the table near the elevator for the duration of the exhibit. Artists must provide a clear method for contact and/or payment. (see attached example price sheet)

Sales: Artists handle their own sales transactions and transfer to buyers. Patron checks should be made out to the artist. (Artists may use the Muse gallery space for display only and are not beholden to offer any/all works for sale.)

Commission: BOH believes that the arts need to support each other, therefore the Muse gallery space is offered for a modest commission of 15% on sales. Commission is paid in total as a donation to BOH at the conclusion of exhibit. (This donation agreement may be publicly posted to encourage buyers: "Exhibiting artists generously donate 15% of their sales to the Barre Opera House.")

Insurance: BOH does not carry insurance for displayed artwork. Artists are responsible for insurance if desired or required. Access to the gallery is locked outside of showtimes. Access can be provided on request in the Box Office. Security cameras monitor the gallery space.

Thank you so much for exhibiting your fine work.

Artist Signature _____ **Gallery Rep Signature** _____

Questions? Please contact Katie Gilmartin, Project Manager: projects@barreoperahouse.org or 476-0293.

Instructions for creating a consignment list for the Muse Gallery at the Barre Opera House

Artist shall submit a consignment list to the Muse Gallery that can also be used as a guide for patrons. These will be left at the credenza table in the lobby along with an artist's book for comments, and framed artist statement (if so desired).

Sales are to be handled by the artist, with 15% commission paid to the Barre Opera House by the artist at the end of the show. Pieces should not be removed until the end of show unless arranged ahead of time with the BOH staff.

The consignment sheet should be completed within a week of installation. A copy will be kept with your contract.

(Wall labels at each piece should contain the same identifying information.)

Exhibition Title

Artist Name, and website or QR

Contact information: email and or phone number

15% of the sale price of the artwork goes to support the Barre Opera House

The list identifying each item to include:

-A thumbnail (very effective if you can do it) or number corresponding to the wall label

-*title in italics*

-Medium, substrate, and any other materials used to make the piece

-dimensions (inches)

-sale price

Example below:

Consignment Sheet

Consigned to:

Savannah Gallery

9 9 9

From:

Patricia Leahey Meriam
449 Camp Street, Barre, VT, 05641
802-793-5964
<https://plmeriam.com>

Date of agreement: 04/17/2025



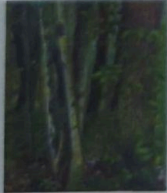
Title: Sun Struck
Medium: Oil
Size: 30in x 24in
Price: \$2,160.00 USD

2300754



Title: Blown Birch
Medium: Oil
Size: 16in x 12in
Price: \$375.00 USD

2300762



Title: Filtered Green
Medium: Oil
Size: 24in x 20in
Price: \$1,440.00 USD

2300790



Title: Blackberry Blossoms
Medium: Oil
Size: 20in x 16in
Price: \$500.00 USD

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