**GUEST CURATOR AGREEMENT**

**Name: Type Name Here**

**Address: Type Address Here**

**E-Mail: Type E-Mail Address Here**

**Phone: Type Phone Number Here**

**Exhibition Title: Type Exhibition Title Here**

**Exhibition Date:** Type Exhibition Dates Here

**By guest curating a show (in any form) at the Ann Arbor Art Center, you agree that:**

1. The Ann Arbor Art Center requires all artists within the show to sign an artist’s agreement.
2. The Ann Arbor Art Center may take pictures of artwork or otherwise generate images representing the artwork and may use such pictures or images, together with any information about the artists or the artwork you have provided to us, in promotional materials for the Art Center or events/projects that the Art Center participates in or promotes with no further consent needed.
3. The Ann Arbor Art Center will split the commission on all works sold, thereby, Art Center will receive a 50% commission and the artist will receive 50%.The guest curator and artists will receive payment from sold works no more than 4 weeks after the close of the show. Sold works will be given to buyers after the close of the show.
	1. In the event that the Ann Arbor Art Center or its officers, directors, employees or agents are contacted by an interested party regarding the purchase or commission of additional works by the artist, Riviera will handle the dealings, negotiations and sale of the artwork for the duration the work is installed in the gallery.
	2. The Ann Arbor Art Center is not responsible for any pre-existing contractual obligations that the artist or guest curators may have with other parties. Pre-existing contracts that may effect of this contract must be disclosed prior to the exhibit.
4. The Ann Arbor Art Center is not responsible for shipping to and from the gallery unless otherwise agreed upon.
5. The guest curator is responsible for the installation and de-installation of the exhibit. The Ann Arbor Art Center staff will be available to help with install, if and when necessary. The Art Center is responsible for providing the materials needed for installation, such as nails, paint, and labels.
6. The Ann Arbor Art Center retains the right to seek and implement corporate sponsorship without the permission of the artists and will be allowed to use, in good taste, corporate logos and materials during openings and for the duration of the show.
7. The Ann Arbor Art Center is under no obligation to provide any extra equipment for the show other than typical installation tools and a 4x6 invitation. If special materials are needed, requests must be sent in writing 30 days prior to the event. We reserve the right to deny special material requests.
8. Neither the Ann Arbor Art Center nor its; officers, directors, employees, or agents, shall be responsible for any damage to or theft of artwork while the artwork is in the Art Center’s possession, except for any damage or theft caused directly by the gross negligence of the Art Center. This includes but is not limited to damage caused during hanging of artwork, handling, and transportation and sending through the mail.

**I have read the Ann Arbor Art Center Curator Guidelines and accept the conditions and obligations as stated. I understand that failure to meet said terms may result in the cancellation of the scheduled exhibition.**

**CURATOR**

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**ANN ARBOR ART CENTER –EXHIBITION COORDINATOR**

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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