

CARBONDALE COMMUNITY ARTS EXHIBIT APPLICATION & AGREEMENT



Please complete and mail to Carbondale Community Arts
PO Box 1424
Carbondale, IL 62903
Or email to: cca@neondsl.com

NOTE: If you have received this via email and have opened it as a Microsoft Word document, you may delete the “lines” and just type in your info after the prompts. If you have opened a pdf, your ability to complete it electronically will depend on your computer’s capability. In any event, if you are completing by hand please write legibly. This is especially important for your email address.

Name of Artist _____

Mailing Address _____

Email _____ Telephone (daytime) _____

Exhibit location requested (i.e. Hickory Lodge, Carbondale Civic Center, Other)

Requested Exhibit Dates

(NOTE: Exhibits are typically installed for a one month period and are rotated at or close to the beginning of the calendar month. Specific installation dates are dependent upon facility and staff availability.)

1st _____ 2nd _____ 3rd _____

General Description of works proposed for installation (100 words or less) – from which press releases/reception invitations, etc. can be drafted.)

Carbondale Community Arts Commission Guidelines

*All objects will be considered available for purchase at the above listed price unless specifically designated “Not For Sale”. Upon sale of any object, CCA shall receive payment from the purchaser and pay the artist 70% of the purchase price within 30 days of receipt of payment. (If payment is made by check, “receipt of payment” shall be defined as the date that the funds are available to CCA.)

NOTE: This means that upon sale the artist will receive 70% of the above listed retail price.

CCA agrees not to accept any purchase offer lower than the Retail Price indicated above, however, if a potential purchaser makes an offer other than the asking price, CCA will consult with the artist before refusing the offer.

Purchasers will be discouraged from taking possession of works purchased prior to the end of the loan agreement period. However, if immediate possession is an absolute and necessary condition of purchase, CCA may release the work upon receipt of the purchase price.

A signed commission agreement will be required upon delivery of work. For Civic Center Corridor Gallery exhibits, a separate loan of art agreement with the City of Carbondale will also be required.

