

Window Hire Terms and Conditions

DISPLAY DURATION

- The minimum duration of a display is 2 weeks

OPENDRAWER HOURS

- Monday to Friday 10am-5.00pm and Saturday 10am-4pm

SET UP

- Day and time by arrangement

WINDOW COSTS

- Min. 2 Week Block per Window = \$190 incl GST

OPENDRAWER OFFERS

- Opendrawer will hang your display and we are happy for you to assist.
- Advice and assistance in promoting your display
- Emailing notification of your display to our extensive mailing list

ARTIST RESPONSIBILITIES

- There is the opportunity to give demonstrations, an artist talk or both around your work practice and we encourage you to take up this opportunity.
- There is the opportunity for you teach a workshop based around your work practice – please indicate when booking if you would like to do so

PROMOTION

- It is the responsibility of the Artist to arrange their own promotion (promotion material must be sited by Opendrawer before it goes to print and is distributed)
- Our logo must appear on all promotional materials –a jpeg will be emailed to your designer
- This must be done using high quality images to a high finished standard
- Please let us know when booking what your arrangements for promotion will be

SALES

- There will be a commission charged (amount to be agreed on at time of booking) on all display sales.
- Opendrawer will take the payment for all sales during the display.
- Opendrawer will pay the hirer less commission once all art pieces have been paid for in full
- Banking details are to be provided to Opendrawer for direct payment of sales.

HIRER'S OBLIGATIONS

- The hirer must supply when booking an artist statement, CV, a photo of at least one piece that will be appearing in the display and a statement about the display
- The hirer is responsible for all costs associated with the display
- The hirer is responsible for insurance of artwork to, during and from Opendrawer. While we take every care we do not take responsibility for damage or loss of work while at Opendrawer.
- The hirer is to supply a list of all works being displayed with the **artist's price** marked beside each piece

PAYMENTS:

The full amount of display is to be paid on booking.

We agree to a% of commission to be taken by Opendrawer.

I have read and agree to all Opendrawer's Window Hire Term and Conditions as written above.

Signature: Hirer:..... Date:.....

Opendrawer Representative:..... Date:.....