



MEMBERSHIP EXHIBITION PROSPECTUS 2018

For ALL MEMBERS! A Los Angeles HOLIDAY Print SHOW!
November 29th to December 16th
MuzeuMM Gallery, 4811 W Adams Blvd, Los Angeles, CA 90016

LOAN AGREEMENT

EXHIBITION: Los Angeles HOLIDAY Print SHOW!

Arrive in Los Angeles: Monday, November 26th, 2018
Installation: November 27th- 28th, 2018
Exhibition run: November 29th to December 16th, 2018
Venue Location: 4811 W Adams Blvd, Los Angeles, CA 90016

A. LENDER/ARTIST: _____

Exact wording for lender's name/credit line for exhibition label, checklist, and press release

B. ART WORK DESCRIPTION:

Name of artist : _____

Title of work: _____

Title of Series or Portfolio (if relevant): _____

Date of work: _____ Edition size: _____ Impression number: _____

Medium: _____

Printer/Publisher: _____

Is the artwork framed? [] Yes / [] No

If yes: [] With plexiglass (NOTE: NO GLASS ACCEPTED!)

If no: There is a limited amount of frames 16 x 20, 11 x 14 and 20 x 24 available for our long distance membership. If you need to send your work unframed, please take extra precautions and include any special installation materials. You must check with Mary Sherwood regarding any special arrangements in advance.

C. DIMENSIONS: *Please note all framed work must be 24 "x 28"- or smaller for this exhibition.

Framed: _____ x _____ x _____
Height Width Depth (if applicable)

If necessary to ensure the safety of work or to meet other installation requirements, may we reframe, re-mat, hinge or mount the work? (We will alert you in advance of any issue.) [] Yes / [] No

D. INSURANCE:

Did you provide for your own insurance? Yes _____ No _____

Please list the insurance value of work: \$ _____ USD

If yes, please send a certificate of insurance coverage to: Studiosherwood_at_ mac.com

E. SALES:

Is the work for sale? Yes

If yes, selling price should INCLUDE the frame in your price. Framed \$ _____ USD

*In the event of a sale, LA Printmaking Society requests the lender donate 20% of the proceeds to support this exhibition. This donation is tax-deductible. I agree to this voluntary contribution. Yes No

F. SHIPPING YOUR FRAMED ARTWORK:

Work must arrive in LA Monday, November 26th.

Please return a completed loan form with your art work.

Please send a PDF copy by email to: Mary Sherwood- studiosherwood@mac.com

Please include RETURN Postage and Use a reusable shipping materials.

SHIP YOUR FRAMED ART WORK TO:

MARY SHERWOOD BROCK
2415 VADO DRIVE
LA CA 90046
#323-650-2250 or #323-251-9702

Note: do not ship your work to the GALLERY!

G. PUBLICITY:

Please provide a high-resolution (minimum 300 dpi) image of the work. Email to Studiosherwood@mac.com

Do you hold the copyright or right to assign reproduction permission? Yes No

May the artwork be reproduced by LA Printmaking for:

- Exhibition publicity purposes? Yes / No
- Educational purposes? Yes / No
- LAPS website Social Media? Yes / No

Please specify any required photo credit:

H. PACKING/INSTALLATION:

Please provide a report on the **condition of the artwork** upon release (attach a separate sheet if necessary):

Please describe any **special packing instructions** (attach a separate sheet if necessary):

Please describe and provide any **special hardware or installation instructions** (attach a separate sheet if necessary):

I. TERMS AND CONDITIONS:

All artists must be up to date on LA Printmaking Membership Dues. This exhibition is open to all LA PRINTMAKING MEMBERS: Artist, Student and New Members, are included. If you have any questions or need to check your membership status, please contact Sydney Cross at: LAPSList@gmail.com

G. SIGNATURE:

The signature of the Lender or authorized agent constitutes agreement to the loan of the object under the Terms and Conditions of Loan stated on this form. Please complete, sign and return one copy with your shipped artwork and include in an email to studiosherwood@mac.com. Please retain one copy for your records!

_____ Date _____

H. Print and cut off form below and include with your shipped artwork by *ATTACHING THIS FORM to the back right hand side of your framed work:

<p><u>NAME OF ARTIST/LENDER:</u></p> <p>_____</p> <p><u>TITLE:</u></p> <p>_____</p> <p><u>MEDIA/SIZE:</u></p> <p>_____</p> <p><u>DATE MADE/ PRICE:</u></p> <p>_____</p>
