

EXHIBIT: _____

ART STUDENTS LEAGUE OF DENVER

ACKNOWLEDGEMENT OF RECEIPT OF ARTWORK

The Art Students League of Denver acknowledges receipt of artwork from:

Artist Name: _____ Phone #: _____ Email: _____

Address, City, ST Zip: _____ Artwork Title: _____

Medium: _____ Year: _____ Dimensions: _____ Sale Price: _____ Insurance Value: _____

Artwork will be exhibited at the Art Students League of Denver from _____.

No objects included in the installation may be removed from the display prior to or on the last day of the exhibition. Artwork may be available for sale. The artist will receive 60% of the sale price. The League retains a 40% commission. If the artist has gallery representation, ASLD will split their commission with the gallery per request by the artist. Sales tax of 8.81% is added to the sale price, and is submitted by ASLD. The artist will receive payment within 30 days of the sale of artwork. **If artwork has not been picked up within 30 days of the end of the show (or artist has not made alternate arrangements) the work will become the property of ASLD.**

Images of all exhibiting artwork may be used for ASLD promotional purposes.

Loss/Damage: ASLD has both a security system and an insurance policy for loss or damage to artwork. Insurance may require the artist to prove the value of the artwork. Artist's asking price for the artwork is not necessarily the value the insurance company will accept, particularly if the price has been adjusted to include commission. ASLD is responsible for paying the deductible of the policy, but otherwise has no liability for loss or damage to the artwork.

Liability: The Art Students League of Denver shall not be held liable for the loss or damage of any piece stored or exhibited on the premises. ASLD's security system has an off-hour burglar alarm system connected to the police department and a camera surveillance system. All floors are secured.

This insurance is for ASLD premises only and does not include in-transit coverage.

***ASLD Framing Parameters:** All photographs or works on paper must be framed. **NO** plastic frames. Black or neutral toned frames only. Frames must be in good condition. Works on canvas must be framed or have gallery-wrapped, finished edges with no visible staples. Hanging wire must be firmly attached to the back with screw-eyes or D-rings Wire should not exceed the top of the frame. **NO** saw-tooth hangers.

I hereby agree to the above terms: _____ **Date:** _____

ASLD Representative Signature: _____ **Date:** _____

Please note any damage to frame or artwork below (for 3-D work, sketch to diagram/note any damage below): **Front/Sides Back Description of damage:**

ASLD Staff Initials: _____ **Artist's Initials:** _____