Vivid Art Collective Inc.
Vivid Gallery -2/3A Smart St Mall, Mandurah WA 6210
Email - vivid.mandurah@gmail.com
Ph.: 0491 035 871 (Business Hours)

CASUAL MEMBERSHIP APPLICATION FORM

Before filling in this form, please refer to the **Terms & Conditions** on the **Casual Membership Application Form**

Applicant Details	
I wish to apply for *CASUAL MEMBERSHIP* of Vivid Art Collective Inc. *(Please Tick)*	
Artist's Name:	
Postal Address:	
Contact number:	
Email:	
Website:	
Facebook	
Instagram	
Pinterest	
Other	
Other	
Products/Artwork Description	
Artwork Price Range $ Min	**Max**

Indicate how many artworks you wish to exhibit?

Available spaces are:

Small Artwork – up to 50 cm on longest side $20 P/Week …….

Large Artwork – max 1 Metre on longest side $40 P/Week ……

Casual Exhibition Fees include Public Liability Insurance

For *HOW MANY WEEKS* would you like to exhibit at Vivid Gallery? (Minimum 4 Weeks) **For Longer terms** (4 four weeks' notice of vacating space required prior to completion of term) ***Casual Membership Fees are payable in advance**	
Do you want Vivid Gallery to supply your Didactics Labels for $2.00 per Label? (Yes or No) Refer to T&C's Page 4 & 5	

Examples of possible Upfront Costs for Casual Membership

4 Weeks Casual Exhibition Fees - 1 x Large and 1 x Small Artwork **Example – 1 x Large Artwork @ $40 per week x 4** **Example – 1 x Small Artwork @ $20 per week x 4**	**Example of Costs $240.00**
Didactic Labels @ $2.00 per Label **Example: $2.00 x 2 Labels** **Artists can create their own labels – refer to Terms and Conditions**	**Example of Costs $ 4.00**
Total Upfront Costs **Example: Total for 4 Weeks** **Casual members must pay and remain in 4 weeks advanced payment**	**E.G. of Total Upfront Costs $244.00**

Vivid Gallery deducts 10% Commission from all Artwork Sales to assist in Gallery Costings.
Bank Fees (Approximately 1.95%) are paid by the Artist when the Artwork is purchased by Credit Card. Bank Fees are deducted from the Artists payment along with 10% Commission.

I have read and understand the Terms and Conditions at Vivid Gallery for Casual Membership on Pages 3, 4 & 5 (Indicate Yes or No)

If my Application for Casual Membership is Accepted, I agree to be bound by the Terms & Conditions of the Association of Vivid Art Collective Inc. and Vivid Gallery.

Applicant Signature: …….

Date: ……

If accepted for Casual Membership, an Invoice will be sent to the Artist, before beginning to exhibit at Vivid Gallery, for advance payment of Total Upfront Costs into Vivid Art Collective Inc. bank account.

PLEASE SUPPLY THE FOLLOWING INFORMATION WITH YOUR APPLICATION

- A quality cropped photo (.jpg format) of the artworks you are wishing to exhibit
- A Current Artist Profile or Statement and a Profile Photo for Social Media & Marketing and for use on the Vivid Art Collective Website.

Email your Application & Attachments to - vivid.mandurah@gmail.com or you may Deliver Your Application and Statements with Images on a Disc or USB Drive to Vivid Gallery during Business Hours. *This Application is valid for 2 weeks*

1. **Your application will be reviewed by Full members of Vivid Art Collective Inc.**
2. **Before being accepted you may be contacted for an interview and to see some of your artworks up close.**
3. **This will also be an opportunity for Artists to ask any questions.**
4. **When advised of Acceptance of Membership and the Starting date of exhibit is approved an Invoice will be sent to you. Payments must be made in advance of exhibition.**

Staff Only

Accepted by – Vivid Art Collective Inc. Member: _____

Signature: _____ **Date:** _____

Commencement Date of Exhibition: _____

Total Upfront Costs_____

TERMS AND CONDITIONS

1. **Casual members must pay and remain in 4 Weeks Advanced Payment of Exhibition Fees.**

2. The above fees include **Public Liability Insurance.**

3. On being accepted to join the gallery, **Casual members must reserve a calendar date for commencement and elect the duration of exhibition (Minimum 4 Weeks).** An extension of an exhibition may be accepted if the space is still available.
   Casual members can elect to exhibit on a Long-Term basis.

4. Casual members must give Vivid Gallery **4 Weeks' written Notice of wishing to vacate the exhibition space.**

5. **Artists in arrears of advanced payment of exhibition fees may have their artworks removed from display.**

6. **Vivid Gallery Deducts 10% Commission on all Art Sales** to assist in Gallery Costs.

7. All Casual members are to supply Vivid Gallery with a stock sheet including the Artists name, Contact details and Banking details. The Stock sheet should List all the displayed Artwork Titles, Mediums used, Sizes including framing and Artwork Prices (including 10% Commission). If an artwork is sold, then the replacement artwork should be added onto the Stock Sheet with the replacement date noted.

8. If an artwork is sold, the artist will be contacted. If an artwork sale is completed with Cash, the Monies less 10% Commission will be available for the Artist to collect immediately from Vivid Gallery, or if preferred by bank deposit within 7 days. If the Artwork Sale has been made using a credit card through the Vivid Gallery Square Reader or PayPal machine, the Artist will be paid by direct deposit to their nominated bank account within 7 Days. Bank Charges and 10% Commission will be deducted from the payment. **Bank Charges for Square Reader Sales are approximately 1.95% to be paid by the selling Artist.**

9. Didactic Labeling for artworks is to be provided by each artist for their own work, with Artist Name, Title of Artwork, Medium, Size (Including frame) and Price. Use Copier Adhesive Labels 99.1x67.7mm *(8 to a Sheet*) Adhered to 5mm White Foam-core Board cut neatly to 11x8cm rectangles. Labelling must follow the Vivid Gallery design layout, Font style & sizes, including Vivid Gallery Logo. (Vivid Gallery will supply a Label sample sheet)
   Alternatively - Vivid Gallery can supply the artist with the didactic labels for $2.00 per label – payable in advance of exhibition.

10. Artworks and presentation of artworks must be of a high standard.

11. Long Term Casual members may change over their artworks whenever they like during business hours, but they are also most welcome to join the Full members on Art Changeover Day, planned for every 8 Weeks on the calendar.

12. Vivid Gallery has a Gallery Hanging System with nylon lines and adjustable hooks. All artwork should be fitted with two (2) D rings (D Facing upwards) 7cm from the top back of the painting to allow for gallery hanging. Vivid Gallery will supply the hanging system, lines and hooks for Associate members to use during their exhibition.

13. **Casual members are NOT expected to be on Roster at the Gallery.** However they are encouraged to promote themselves and their exhibit at Vivid Gallery wherever possible. Promote your display at Vivid Gallery on own websites and Social Media sites. You could create exposure by being available occasionally to talk to visitors near your display as Artist in Residence, conduct a demonstration, and produce an artwork in the gallery. Organize an Artist Talk, or an event. Discuss and negotiate with Vivid Art Collective Inc. members how to have an Afterhours event.

14. Casual members will be promoted on the Vivid Art Collective website at www.vividartcollective.com and on Facebook and Instagram @vividartcollective.

15. Full Members are given the first priority for use of the exhibition/display spaces due to the many hours required of their time to manage and run the gallery and Collective, including rostered manning of the exhibitions.
If at any time the number of Full Members increases beyond the feasibility of having Casual Members, then Vivid Gallery reserves the right to withdraw the spaces offered to Associate and Casual members until further notice. If this were to happen the Casual Members would be given at least 4 weeks written Notice to vacate those spaces. And any excess of Exhibition fees would be returned to the vacating Casual artist member.

16. Casual members are welcome to apply for Full Membership at any time.

17. **All reasonable care will be exercised however Vivid Gallery will not be liable for any damage, theft or loss of artwork. Vivid Gallery does not have Artwork Insurance.** ***Insurance of the artwork will be the sole responsibility of the artist.***