

# Prairieland Art Tour Artist Agreement

## Understandings

1. **Purpose.** The Prairieland Art Tour's purpose is to promote individual artists and their work as well as increase awareness of the arts in the Freeport area.
2. **Expenses.** Each participating Artist call contribute a \$40.00 (\$50.00 non-members), non-refundable fee to help cover expenses.
3. **Insurance.** The Artist is responsible for providing his/her own general liability insurance.
4. **Labels & Pricing.** The Artist shall provide labels & price tags for his/her art work. The Artist shall solely determine the retail prices of his/her art work.
5. **Tax & Bookkeeping.** The Artist shall keep accurate records of his/her income for tax purposes and shall be solely responsible for the payment of any or all Federal, State or Local taxes on the sale of the art work. Momentum Art Guild is responsible for collecting the fees, administering the budget and keeping accurate records of income & expenditures for the Prairieland Art Tour.
6. Momentum Art Guild and the Artist agree to comply with any and all applicable Federal, State or Local laws, including but not limited to, non-discrimination based on age, nationality, race, color, disabled status, religion, gender and mental status.

## Duties & Responsibilities

1. The Artist shall be at his/her studio or designated location from 10:00 a.m. – 4:00 p.m. Saturday September 28 and from noon- 4:00 p.m., Sunday, September 29, and be available to talk to visitors, demonstrate techniques, discuss process and work, and answer questions.
2. The Artist shall donate one small art work to be given as a door prize. The Artist shall conduct the door prize drawing at his/her studio or designated location.
3. Advertising & Marketing. Momentum Art Guild shall furnish hard copy and electronic brochures, posters and advertisements. Momentum Art Guild shall write and distribute press releases and e-mails. Momentum Art Guild will supply signage for the days of the event. The Artist shall distribute brochures to his/her mailing list, send out e-mails to his/her internet mailing list, and post the event on Facebook & other social media sites, Web site, electronic newsletters, and any other communication resources availablr to the Artist. The Artist shall make hin/her self available for publicity photos and interviews.
4. Important Note. Even though Momentum Art Guild shall be responsible for media coverage, joint marketing efforts are extremely important to the success of the Prarieland Art Tour. The Artist shall aggressively market and promote this event.

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*I have read & agree to abide by the policies as stated above.*

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_  
Signature Date

Send with your fee to: Momentum Art Guild, P.O. Box 385, Freeport, Illinois 61032  
Make checks payable to Momentum Art Guild.