



New Zone Gallery Klausmeier Room Exhibition Space Rental Agreement

Renter's Name: _____

Date of Event: _____

Renter's Address: _____

Phone: _____

Email: _____

Event Description: _____

Public Event ____ or Private Event ____

Solo Show ____ Group Show ____ Special Event ____

Special Needs or Requests: _____

Rental Fees:

Artist Members Fee \$ _____

Outside Artist Fee \$ _____

Rental Period: One Month ____ One Week ____ Other ____

Total Amount Due: _____

Note: the commission for non-members for art/merchandise sold is 35%.

50% Deposit Required. Any Cancellations must be made six weeks prior to the exhibit start date to return deposit. Balance Due on the day of installation of your exhibit.

Procedures:

Gallery exhibitions begin installation on the Tuesday preceding the First Friday of the month and are uninstalled by the end of Sunday preceding the next month's First Friday. Shorter or longer time frames should be negotiated with the Gallery well in advance. Installation of the

Renter's show is the renting artist's responsibility. Renting artists are expected to supply all tools, picture hangers, pedestals and art labeling needed for their exhibit. Any special needs or assistance should be negotiated well in advance. We advise coming in for an early evaluation of the Klausmeier Room so they have good feel for the space and it's possibilities. The room has approximately 55 linear feet of wall space for wall hanging art. The room is approximately 18.5' x 12.5' with a 4' opening at the NW corner. Renting artists are expected to leave the space clean and clear as they found it on installation.

Acknowledgment: I have read and understand the procedures for rental of the New Zone Gallery Klausmeier Room and agree to abide by these procedures herewith. I agree to defend (with attorneys acceptable to NZG), indemnify, protect and hold harmless New Zone Gallery and its officers, agents and representatives, from and against any and all damage, loss claim, liability and expense, including, but not limited to actual attorneys' fees and legal costs, incurred directly or indirectly by reason of the use and occupancy of the Gallery, the act of omissions of me/us, our agents, employees, licensees, or invitees, or any claim, demands, damage, suit or judgment brought by or on behalf of any person or persons for damage, loss or expense due to, but not limited to bodily injury or property damage, suit or judgment brought by or on behalf of any person or persons for damage, loss or expense due to, but not limited to bodily injury or property damage sustained by such person or persons for damage, by, or are, in any way attributable to me/us, our agents, employees, licensees, or invitees or our use of the gallery.

Renter's Signature:

Date: _____

New Zone Gallery Staff:

Date: _____

To Be Filled Out by Staff:

Deposit Paid: _____ Date: _____

Cash ____ Check ____ CC _____

Balance Due at Start of Rental Period: _____

Damages: _____

Staff Initials: _____