

Show Intake of Art

Name of show:	Show dates:	Inventory page # :
Artist's name:	Phone:	
Address:	Cell:	
City, ST, zip:	Email:	

Date IN:

1	Name of artwork	Medium	Price \$	Accepted YES or NO	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature				Date OUT
2	Name of artwork	Medium	Price \$	Accepted YES or NO	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature				Date OUT
3	Name of artwork	Medium	Price \$	Accepted YES or NO	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature				Date OUT

# of pieces	Fee / piece	Total	Paid Check _____ Cash _____ CC _____ Initials _____
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To drop off, all boxes must be checked

- Stermer waiver in place? *Check Gallery Register Book for waiver. If none, have artist sign and file alphabetically in book.*
- SAG waiver in place? *Check Gallery Register Book for waiver. If none, have artist sign and file alphabetically in book.*
- Artwork labeled:
piece name, artist, medium *If not, blank labels for completion are located in Show Inventory Book*

Check only one box	Commission	Fee/piece
<input type="checkbox"/> SAG Member	30%	\$8.00
<input type="checkbox"/> Non-member	40%	\$16.00

Artist completes pink on intake
SAG completes on intake
SAG completes during show
SAG completes on pickup

The artist agrees to both the following:
 (1) The above indicated commision and fees
 (2) The *3rd Street Gallery* has the option to sell the piece at a 10% discount off the listed price

Artist Signature _____ Date _____

The Gallery representative acknowledges the above artwork was received.
 Gallery Representative _____ Date _____

- Original: Place in Show Inventory Book
- Copy1: Place with TODAY'S receipts
- Copy 2: To artist