

Intake for SAG's Winter Wonders Show

2020	Show Dates:	Inventory Page #	
Artist's name:	Phone:		
Address:	Cell:		
City, ST, zip:	E-mail:		

Date IN:					
1	Name of artwork	Medium	Price \$	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature		Date OUT	
2	Name of artwork	Medium	Price \$	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature		Date OUT	
3	Name of artwork	Medium	Price \$	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature		Date OUT	
4	Name of artwork	Medium	Price \$	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature		Date OUT	
5	Name of artwork	Medium	Price \$	Date sold	Actual Sale \$
	Picked up by (printed name)	Signature		Date OUT	

# of pieces	Fee / piece	Total	Paid	Cash	CC	Initials
			Check			

To drop off, all boxes must be checked

	Stermer Waiver? Check Gallery Waiver Book. If none, artist signs and file alphabetically.
	SAG Waiver? Same as above.
	Artwork labeled: title, artist, medium & price on back or bottom of 3D

Check only one box	Commission	Fee/piece	Artist completes upon intake
<input type="checkbox"/> SAG Member	30%	\$8.00	SAG completes upon intake
<input type="checkbox"/> Non-member	40%	\$16.00	SAG completes during sale
			Artist completes upon pickup

The artist agrees to the following:

- (1) leave art in *3rd Street Gallery* for the duration of the show.*
- (2) to have artwork and themselves photographed for *3rd Street & SAG* promotional purposes.
- (3) *3rd Street Gallery* has the option to sell artwork at a 10% discount off the listed price.
- (4) a storage fee of \$5 per piece, per month will be charged for artwork not picked up at end of show.*

* Assessed 30 days after Show Pick-Up date unless pre-arranged and documented by management.

Artist Signature _____ **Date** _____

The Gallery representative acknowledges the above artwork was received.

Gallery Representative _____ **Date** _____

Original: Show Inventory Book
 Copy 1: In Treasurer's Book
 Copy 2: To Artist **OR** Artist takes a photo

Pick-up of unsold show artwork & Intake for next show is 11am-4pm, Sun & Mon, _____