

CONTRACT

Between:

Galerie d'Art LSB (heretofore referred to as 'Galerie')

6750 av de l'Esplanade
Suite 350
Montreal, QC H2V 4M1

and

Artist/organization/business

Name: _____

Address: _____

Tel: home/office: _____ cell: _____

email: _____

medium (or media if varied): _____

For the period beginning:

Date: _____, 20__ to **Date:** _____, 20__

All artwork will be installed and removed by the gallery owner according to the contract start and end dates indicated above. The gallery owner has the right to include or reject any or all of the artwork presented according to available space, content and or condition of work.

Vernissage (optional) : **Date** : _____ **Hours**: from: _____ to: _____

Rental fee: Monthly, as determined at time of contract, up to maximum duration of three months, or otherwise agreed upon.

A 20% deposit is required at time of booking.

Balance of payment is due upon installation of artwork.

Deposit: _____ **Amt:** _____ **Date rec'd** _____

Balance: _____ **Amt:** _____ **Date due** _____

Monies from sales to be collected by the Galerie at the time of sale.
20% of sale price to be retained by the Galerie.
Balance of sale to be paid to the artist within 10 days

Payment is to be made by cash or cheque payable to Galerie d'Art LSB.

Hours of operation - Gallery (3rd floor)

September to June - Tuesday to Saturday - 2m - 6pm

Sunday and Monday - by appointment

July and August - by appointment

Hours of Operation - Building Lobby

Open to the public Monday to Friday from 8am to 6pm

Evening and weekend visits - by appointment

Contact person:

Lori Segall Burnett, owner

Email : lori@galersedartlsb.ca

Tel : 514-826-8401

Driving instructions: click on link below for Google map

Gallery address:

[6750 Avenue de l'Esplanade](#) suite 350 Montreal, QC H2V 4M1

Metro: Parc - (Parc and Jean Talon)

Parking:

Free parking is available on either side of av. de l'Esplanade and on neighbouring streets, except where otherwise indicated. Additional parking is available in the lot across the street after 5pm and on weekends.

Exhibition space:

The lobby is set on two separate levels connected by a staircase.

Three exhibition walls of varying height and width (see attached floor plan) are available, as well as smaller areas to the immediate left and right of the elevator.

Each of the three main exhibition walls include:

- a gallery standard hanging system included metal track, 6 foot long metal rods and/or hanging cables and metal clips with 30lb capability.
- a suspended lighting system with adjustable spotlights

Additional facilities on site:

Café Guerrero, with a menu offering breakfast and lunch prepared fresh daily, snacks, and hot and cold beverages located in the lobby with table and chair seating area.

Business hours from 8am to 4pm Monday to Thursday and 8am - 3pm Fridays. Online pre-ordering, eat-in or take out, and catering services available.

For more information, please contact <cafe.guerrero.montreal@gmail.com>

Vernissage date(s) and times, if desired, to be determined jointly between the artist and the gallery owner and can be held any weekday evening, Saturday/Sunday afternoon, or as otherwise agreed upon by owner. Particular details of the event are to be discussed and agreed upon by both parties.

Hanging and dismantling of artworks:

The artist is responsible for the preparation of all works ie. matting, framing, lamination, etc, for hanging, and must include wire and/or hooks securely affixed to the back, top or sides of the mat, board, frame or canvas.

The lobby hanging system includes 3 metal tracks and moveable rods or cables, with adjustable metal hooks allowing for flexibility regarding placement of artist's work. The space features a suspended lighting system, including adjustable spotlight heads. Ladders and other installation tools, and identifying labels/etiquettes for artwork will be provided by the gallery.

Insurance

The lobby premises are fully insured for liability and content. The building is open to the public Monday to Friday from 8am to 6pm. A pass key is required to enter the building on weekends and after regular work hours. The building has an alarm system and working security cameras.

Weekend and after hour access to the building is restricted to tenants and their clients. Any additional coverage (material or liability) is the responsibility of the artist.

Cancellation policy

Notice of cancellation must be given no later than 30 days prior to commencement of contract date. In the event that the artist must cancel the contract, the deposit is not redeemable.

I agree to all conditions outlined above:

Signature of artist

Signature of Gallery owner

Signed at Montreal on _____
day/month/year