



PETALUMA ARTS CENTER
230 Lakeville Street
Petaluma CA 94952
707.762.5600
www.PetalumaArtsCenter.org

LOAN AGREEMENT between the Petaluma Arts Center and the Lender/Artist

Exhibition Dates: _____ to _____ 20_____

Exhibition Location: _____

Artist Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ e-mail: _____

PLEASE PRINT CLEARLY

Description of works on loan: (attach separate list, if needed)

- 1. All sales transactions are between the Petaluma Arts Center (PAC) and the buyer. PAC will collect sales tax on the sale of art. Checks for sold artwork will be available to artists approx. 2 weeks AFTER the close of the exhibition.
2. Petaluma Arts Center and the artist split the proceeds of the sale 40/60, with 40% going to PAC and 60% going to the artist.
3. To ensure privacy, artists under the age of 18 must use the contact number of responsible adult, who agrees to sign this loan agreement and to handle all sales contacts.
4. Petaluma Arts Center carries coverage for artwork installed within the building up to the values listed on the loan agreement. We are insured for \$250,000 maximum. Additional coverage may be purchased when requested.

INTAKE

Artist Signature _____ Date _____

PAC signature _____ Date: _____

PICK-UP

Artist Signature _____ Date _____

PAC signature _____ Date: _____

ARTIST'S NAME _____

Artwork Title	Medium	Size	Condition	Date Created	Sales Price (Includes PAC commission)	Insurance Value for works NFS

Lender Name: if other than, or in addition to, the artist	Lender Email	Lender Phone #	Lender Mailing Address