



## CONSIGNMENT AGREEMENT

An agreement to sell goods on consignment between:

Name: STUDIO 395 Foundation

Address: P.O. BOX 395, Lake Elsinore, CA 92530

(Referred to below as the Gift Shop)

And

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

(Referred to below as the Artist)

### OWNERSHIP

The consigned goods remain the property of the Artist until the works are sold and paid for in full by the purchaser. At no time does STUDIO 395 own the consigned works. Copyright to the work remains with the Artist at all times.

### COMMISSION

Upon sale of the consigned works, the Gift Shop is entitled to a commission of 25% of the selling price.

### SALES & BILLING

STUDIO 395 shall forward to the Artist the amount equal to the selling price of the consigned goods minus the STUDIO 395's commission. Payment will be made the first week of the month following the sale of the work. (Example: Payment for work sold during the month of February will be made no later than March 6th.) The Gift Show is up the duration Lakeland Village Community Center is open daily.

The Artist needs to provide SSN or EIN so that any payments can be accounted for via 1099. The number is: \_\_\_\_\_

### SHIPPING

The Artist is responsible for drop off and pick up of the work to Lakeland Village Community Center from noon to 6:00 PM Monday through Friday. Arrangements are to be made with Lisa; no exceptions.



## INVENTORY

All consignment merchandise must be submitted with an inventory sheet listing unique product (i.e.: card, doll, earrings, etc.), number of pieces (if multiples) and your sticker price (this would include our commission amount). Please note that we cannot accept any piece with a sticker price above \$100.00. Please discuss with Lisa the volume of merchandise. You will be assigned a Seller Number and that will track and account for your product sales. You are allowed to submit a one page (8.5 x 11) informational/biography sheet that will be posted with your merchandise. If you would like to include business cards, please provide a stack of at least 100.

## RETURN OF WORKS

STUDIO 395 will return unsold works to the Artist at the request of the Artist with two weeks notice. If not returning to Artist prior to the close of the show, then pick up will coincide with payment date (the first week of the month) and you will be notified via email.

## COMMISSION WORK

STUDIO 395 will refer any interested parties to Artists if there is an interest in creating commissioned works. The Gift Shop will not be responsible for negotiating deals on behalf of any artist.

By signing below the Artist agrees to place their product in our Gift Show for sale at their own risk. Reporting will account for unique products and number sold. Any inventory that may be lost or stolen will not be the responsibility of STUDIO 395.

RELEASE OF LIABILITY: Every reasonable care will be taken to assure proper handling of merchandise. STUDIO 395 and all its employees, volunteers and board members of STUDIO 395, Lakeland Village Community Center and the county of Riverside assume no responsibility for damage or loss.

ARTIST SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

STUDIO 395 REP: \_\_\_\_\_ DATE: \_\_\_\_\_