Artist Agreement with Tennessee Valley Museum of Art (TVMA)
to sell work through tennesseevalleyarts.org

Basic Requirements:

- Artist must have current membership with the Tennessee Valley Art Association.
- Artist is allowed to list up to 2 pieces at a time (multiple copies of a print will count as 1 piece). When a piece sells, artist can submit another piece for the art store.
- Art must be original work by artist. If a giclée/print, it must be listed as such.

Submission & Listing Information

Artist will provide information and photos of artwork by filling out the form at www.tennesseevalleyarts.org/artstoreform. TVMA will post the artist's work in our online store. TVMA has the option to not list an artist's work. Work must remain listed in our store for a minimum of 30 days. Artist will notify TVMA if they would like to remove it at any point after the 30 days. TVMA will also have the option of removing art from store. The actual artwork will remain with the artist; at no point will the artwork be in the possession or care of TVMA. Artist must list sale price and list shipping price separately for sales tax purposes. Art will be listed as continental USA sales only. Submitted images of artwork may be used by TVMA for advertising and promotion at no cost to TVMA.

Sales & Shipping/Pickup

- During the time that an artwork is listed on the website, the sale of the piece must go through TVMA. TVMA will charge sales tax and collect payment.
- When a piece sells, the artist will be notified of sale by email, text message, or both. Seventy-five (75%) percent of the sale price will be paid to the artist. Twenty-five (25%) percent of sale price will be kept by TVMA as commission. All listed shipping fees will be paid to the artist.
- Artist will be responsible for packing and shipping to customer within 4 business days.
- Artist may list piece as local pickup only; however, TVMA will not be involved with arranging for pickup. Customer's contact information will be shared with artist if a pickup arrangement is necessary. The TVMA can be used as a meeting place for pickup, but the TVMA will not hold the artwork.
- Artist must notify TVMA when artwork has shipped and include a tracking number.
- All sales through the website are final and will be listed as such. No refunds. We encourage artists to include the cost of shipping insurance in their shipping price.
- Artist will receive payment at the end of the month for any pieces sold that month. Buyer must have received artwork before payment is disbursed.

Artist signature: _____ Date: _____

Printed Name: _____

Email this signed form to keith.mcmurtrey@tennessevalleyarts.org or drop it off at the Tennessee Valley Museum of Art