## NEWARK ARTS ALLIANCE GALLERY SHOP – ARTIST INVENTORY SHEET (7/12)

Name _____ Address _____

Phone(s) _____ Email _____ Members Exp. Date _____

| Date of review/display (completed by GSC) | Code & Item Number | Title | Medium | Price | Date of sale | Date removed from display | Artist initials for items retrieved |
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**Hold Harmless Agreement**

I understand that my work will be juried by the members' Gallery Committee and, that if accepted, the maximum time it will be on display is 3 months (with certain exceptions as outlined the Gallery Shop Guidelines). I agree to pick up my work promptly when notified to do so. I understand that any items not collected within 30 (thirty) days of notification to remove them will be considered property of the Newark Arts Alliance. I agree to hold the NAA harmless for any loss, harm or damage resulting from the entry and display of my work.

Artist Signature _____ Date _____

*If you are a working member, be sure to record your volunteers hours each month on the form in the office so we know to pay you at the "working member" commission.*