**ART RENTAL APPLICATION FORM**

**Individual Rental Agreement**

We are pleased to help you select unique artwork for your home.

To apply for an art rental, please fill out the following form in full and submit it to Handworks Gallery in person or submit the form and a scanned copy of you driver’s license to [artrental@handworks.ca](mailto:artrental@handworks.ca).

Please note that not all requests for artwork rental can be granted.

Membership to Handworks Gallery is required to rent artwork. If you are not a member yet please fill out the membership form and pay for it online or in the Gallery. Once you have paid for your membership you will receive a membership number, please add your membership number to your art rental request.

(click[**here**](http://handworks.ca/membership/) to become a member)

Please don’t hesitate to contact ‘TAKE OUT’ Art Rental service if you have any questions

(506) 631-7626 or email artrental@handworks.ca.

**Renter Information**

First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City and Province\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Membership Nr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver License Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Please attach a copy of your drivers’ license.

**Artwork Information**

|  |
| --- |
| Title of desired artwork\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name Artist\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Title of desired artwork\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name Artist\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Title of desired artwork\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name Artist\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Description \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Rental Period, Rates and Return Date**

Artwork may be rented for a minimum period of three months at a time up to a maximum of six months. After six months the artwork must be purchased or returned to the Gallery.

Our standard rental fee is 4% of the artwork’s purchase price per month. Should you decide to purchase a work at the end of your rental contract, up to a maximum of three months of the rental fees paid will be deducted from the regular purchase price of the artwork.

Total Cost of Artwork (before taxes) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Monthly Payments $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(4%)

Start Date Rental \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

End Date Rental \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agreed Return Date (to discuss with Gallery) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Artists’ Copyright**

All rights reserved. No work of art may be copied, photographed or reproduced in any way or used for any commercial purpose.

**Insurance**

The renter is responsible for the artwork while it is on the renter's premises and agrees to pay for any damages, loss or theft of the rented artwork. By signing the rental agreement, the renter agrees to pay for any loss or damages as a result of transporting, theft or improper care of the piece.

All artwork must be paid in full if it is damaged in any way.

**Recall of Rented Artwork**

During the rental pay period an artwork will remain for sale.

Occasionally, rented artwork may be recalled by Handworks Gallery because of a sale.

When a request for a sale comes in to the Gallery, the renter will have the first option to purchase the artwork.

If the renter is not interested in purchasing the artwork, Handworks Gallery will, at its own expense, retrieve rented artwork from renter and replace rented artwork with other artwork that is mutually acceptable to renter. Or renter can choose not to replace artwork at that specific time and will then receive a two months credit towards a new rental of approximately the same value.

**Additional information**

* Rental artwork must be hung at the address indicated on the rental contract.
* Please do not handle the surface of the artwork.
* Please do not expose the artwork to direct sunlight or direct fluorescent lights for long periods of time.
* Please do not put artwork in a damp area or near direct heat.
* The renter agrees that the work will not be cleaned, repaired or removed from the frame.
* Client shall not alter an artwork in any way possible.
* Mounting hardware is included.
* Delivery, pick up and mounting services are available. Please contact us for details.

**Credit Card Information**

*For security and or billing purposes your credit card information is required.* This information will be kept on file at Handworks Gallery.

Name on Card **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Credit Card Type \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Credit Card Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Exp \_\_\_\_\_\_\_\_\_\_\_

**Payment options Art Rental fee**

Art Rental fees can be paid by pre-authorized credit card payments (Visa, Mastercard, Amex, Discover), through Paypal or post-dated cheques.

**Signature**

By signing below you state that you have read and agree to all of the conditions of Handworks Gallery ‘TAKE OUT’ Art Rental service policy.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

After submitting the art rental agreement we will contact you within two working days.

Disclaimer: Handworks Gallery ‘TAKE OUT’ Art Rental service reserves the right to modify and/or cancel the art rental at any time.

**Handworks Gallery Art Rental service ‘Take Out’**

[**Artrental@handworks.ca**](mailto:Artrental@handworks.ca) **(506) 631-7626**