Harford Artists Association Pop Up Sale Inventory Form

Print Name		Date	
Phone Number		Total # of Items	

Initials & Item #	**Title**	**Description** (Size, framed/unframed, medium)	**Price**	**Date Sold**	**Initial (OUT)**
Ex. (KB 01)	*Fred Shopping*	*5x7, framed acrylic*	*$5*		

Signature:

A 20% Commission that will go to HAA will be charged on all Sales.
No Entry Fees will be charged.
All Items must be inventoried.
Small Items should be labeled with artists initials, item number & price. Larger items should have a **Pricing/ Information Label Attached to the bottom right of each item**.
Any **unlabeled items** that we are unable to attribute to the artist will be considered abandoned and become property of the HAA.

Every effort will be made for safe handling of artwork and items brought to the Pop-Up Sale. However, HAA and its representatives will not be liable for damage, loss, theft of accepted artwork or submitted items. It is the sole responsibility of the artist to make sure that their artwork is insured. HAA hereby assumes the artist shall bear the entire responsibility for any loss, theft, damage to or destruction of the art at any time in or on the Premises or in any HAA sponsored location outside of the Gallery. HAA reserves the right to photograph any entry for publicity purposes. Submitting to this Pop-Up Sale implies agreement on the part of the artists to all listed conditions, including the HAA Policy for Abandoned Art.