



8100 Paseo del Ocaso # B, La Jolla, CA 92037
858-459-1196 www.lajollaart.org

The LJAA Gallery Rental Agreement

This agreement is entered into between La Jolla Art Association (LJAA) and _____ (LJAA Member Exhibitor/Group Leader), with respect to the rental of the La Jolla Art Association Gallery (the LJAA Gallery), 8100 Paseo del Ocaso #B, La Jolla, CA 92037.

1. The agreed rental period is from _____ (date) through _____ (date) at \$300 per week at a total rental fee of \$ _____ due and payable in advance as set forth below.
2. A \$100 deposit, which reserves Exhibitor's dates and locks in the rental fee, is due 60 days prior to the opening date and the remaining amount (\$ _____) is due 30 days prior to the opening date. If Exhibitor cancels prior to the opening date, any rental fees paid are non-refundable or, if mutually agreeable, may be applied to a rental at a later time period. If the entire rental amount is not paid eight weeks prior to the opening date, any amounts paid become non-refundable, and LJAA will be free to use the Gallery for its own purposes.
3. A security/damage deposit of \$25 is required at the time this agreement is signed. If there is any repair needed or damage to the premises upon inspection of the premises after the completion of the rental period stated above, some or all of the deposit may be retained. Exhibitor will remain liable, however, for any deficiency in the cost.
4. Exhibitor will comply with all relevant conditions of LJAA's lease with Torrey Pines Property Management, the property manager for the premises. A copy of such relevant conditions will be made available upon request.
5. Items shown in the Gallery will be in accordance with community standards of good taste. All artworks sold will be made payable to LJAA. Patrons may pay using the LJAA credit card processing unit that includes VISA and MasterCard, by check, or with cash. If a patron pays with cash, the amount will be sent to LJAA treasurer for processing. LJAA will pay sales tax on any artwork sold in the Gallery. Exhibitor agrees to pay a 25% commission on the retail price of items sold. At the completion of the show, a check with appropriate commissions deducted, will be sent to Exhibitor approximately within 2 weeks. If a sale is made or contracted for any work shown in the Gallery within 30 days after the show closes, Exhibitor agrees to pay LJAA a 25% commission payable within 30 days of the date of sale.

6. Exhibitor agrees to allow LJAA's officers or representatives access to the premises at any and all times during the rental period, for purposes of inspection or otherwise.

7. Normal Gallery open hours are from 11 am to 5 pm daily. Exhibitor agrees to keep the Gallery open.

8. LJAA will make its best efforts to protect the Exhibitor's items during the rental period. The Exhibitor releases LJAA, its officers and members, from any and all claims by reason of loss, damage, or theft. Any items left in the Gallery at the end of the rental period will become the property of LJAA one week after the closing date, unless other arrangements have been made in advance.

9. Exhibitor will be responsible daily to keep the Gallery clean and neat and to return the premises in the same condition as when originally received. THE USE OF NAILS OR ANY WALL DAMAGING HANGING SYSTEM IS PROHIBITED. Art work is to be hung on the walls using the available track system.

Print Name of Exhibitor/Group Leader Signature of Exhibitor/Group Leader Date

Phone Number Alternate Phone Number

Email Address

Address

Print Name of LJAA representative Signature of LJAA representative Date

- Note that rent and overhead for the gallery is more than \$2700/month. LJAA subsidizes (from member dues, fundraisers and special events) the difference between your gallery fees plus sales commissions and the costs of maintaining the gallery.
- Mail a \$100 non-refundable deposit check, made out to LJAA, and this form to the LJAA Treasurer: 8100 Paseo del Ocaso, La Jolla, CA 92117. The balance of your rental payment is due 30 days prior to your show date.
- Check with the webmaster@lajollaart.org to ensure that your exhibition has been added to the Exhibition List and Events Calendar on LJAA website.
- Questions? Contact Melinda Newman, (Acting Exhibition Director) President@lajollaart.org
- Set up and take down are on Sunday evening.
- In the event you must drop out of a group show, invite another member to replace and reimburse you for your portion of the gallery fee.