



ART COUNCIL OF SOUTHWEST FLORIDA

Connecting artists and arts in southwest florida since 1963

2026 ARTIST – GALLERY AGREEMENT COCO ART GALLERY, ESTERO and NAPLES

This agreement is made and entered into on _____ between COCO Art Gallery (“Gallery”) and
_____ (“Artist”)
date
Print full name

***PLEASE NOTE ***

This Contract is for the first half of 2026 (Jan. 1 through June 30). It is the 2025-26 Executive Board’s hope that by the end of this contract, the new board, which will then be in place, will have the opportunity to either extend it as written or to change it in part or whole.

Commission Agreement

The gallery will retain 30% of each sale and the artist will retain 70% of each sale. 30% retained by the gallery is split among the mall (for rent), the artist’s guild and the Art Council. In addition, if a credit card is used to purchase an artwork, then 3% of the sale will be retained by the gallery to cover CC charges. Payment of the monthly commission will be made from the Gallery’s bank as early as possible the following month and mailed to the artist’s address on file. It is the artist’s responsibility to report any change of address, in writing, to the ACSWF board. Emails are permissible forms of reporting address changes, as well as letters which may be mailed or hand-delivered to the Gallery. Change of address emails should be directed to the Board Secretary at Secretary.acswf@gmail.com.

Membership Declaration Estero

Full-time artists are those participating in the gallery 10-12 months per year.

During the months of May through October full-time artists will be required to work two days per month.

During "Season" (November through April) full-time artists will be required to work one day per month.

Part-time artists are those participating in the gallery fewer than ten months per year. Any artist signing up as a part-time participant must show in the gallery a minimum of four (4) months **in a full year**.

During the months of November through April part-time artists will be required to work two days per month in each gallery.

Please mark the months you will be showing.

| | | | | | |
|-----|-----|-----|-----|-----|-----|
| Jan | Feb | Mar | Apr | May | Jun |
|-----|-----|-----|-----|-----|-----|

Monthly Dues Estero:

Full-time (\$50) may be paid by check or cash on receiving day OR online by at least 48 hours prior to receiving (Saturday morning at 10 am prior to a Monday morning receiving). Of course, multiple months' advance payments are also allowed

Part-time (\$60) may be paid by check or cash on receiving day OR online by at least 48 hours prior to receiving (Saturday morning at 10 am prior to a Monday morning receiving). Of course, multiple months' advance payments are also allowed.

Monthly dues, if paid with cash or check, will be given a 5% discount.

Substitutes if ANY artist is unable to work a shift they have signed up for, that artist is responsible for finding a substitute artist to replace them on that day, paying them \$50 compensation. The missing artist is responsible for getting the payment to the substitute within two weeks.

****IMPORTANT CHANGE****

Artists wishing to sign up for **both** galleries will pay the following:

Full-time Both Galleries = \$90.00

Part-time Both Galleries = \$108

Membership Declaration Naples:

Full-time artists are those participating in the gallery 10-12 months per year.

Part-time artists are those participating in the gallery fewer than ten months per year. Any artist signing up as a part-time participant must show in the gallery a minimum of four (4) months **in a full year**.

Both Full-time and Part-time artists are required to work a minimum of two days per month in the gallery

Part-time: Please mark the months you will be showing.

| | | | | | |
|-----|-----|-----|-----|-----|-----|
| Jan | Feb | Mar | Apr | May | Jun |
|-----|-----|-----|-----|-----|-----|

Monthly Dues Naples:

Full-time (\$50) may be paid by check or cash on receiving day OR online by at least 48 hours prior to receiving (Saturday morning at 10 am prior to a Monday morning receiving). Of course, multiple months’ advance payments are also allowed

Part-time (\$60) may be paid by check or cash on receiving day OR online by at least 48 hours prior to receiving (Saturday morning at 10 am prior to a Monday morning receiving). Of course, multiple months’ advance payments are also allowed.

Monthly dues, if paid with cash or check, will be given a 5% discount.

Substitutes if ANY artist is unable to work a shift they have signed up for, that artist is responsible for finding a substitute artist to replace them on that day, paying them \$50 compensation. The missing artist is responsible for getting the payment to the substitute within two weeks.

Artist Responsibilities:

1. Artist must work the required shifts per month (determined by full-time or part-time status)
2. Gallery work shifts must be scheduled prior to noon on the date of Receiving
3. Adherence to Gallery Receiving Procedures
4. Adherence to Gallery Prospectus
5. Participation in a Gallery Committee or ACSWF Board Committee once per year

As a non-profit, co-op gallery, the privilege to exhibit as an artist comes with the responsibility to participate in the operation of the gallery, too. Monthly dues are required to cover our rent, utilities, insurance, supplies, etc. but it takes more than just money to keep our doors open. We need an active membership dedicated to making our gallery successful.

Artist's Signature

circle one or both – Estero / Naples

Part-time / Full-time

if Part-time, which months _____

Circle one

Committees: (Circle one or more that you're interested in)

Marketing
(print ads)

Special Exhibits

Grants / Fundraising

Nominating Committee

Technology

Social Media

Receiving Day

Receptions

Other(please describe)

(ACSWF Board Member)