Name: _____ Artist ID Number: _____

Email: _____

Phone Number: (_____) _____--_____

Address: _____

City: _____ State: _____ Zip: _____

Your Artist ID number is the first three letters of your last name and first letter of your first name (Example: SMIJ for "John Smith")

The Control Number is your Artist ID followed by the two digit item number (Example: SMIJ01, SMIJ02, etc)

The Quick Sale price is for the option of direct purchase of the piece if there are no bids yet on the item.

ANY ART NOT PICKED UP BY 4PM SUNDAY WILL BECOME PROPERTY OF STATION UNITY

Please leave the Sold column blank

Control #	Title / Description	Min Bid	Quick Sale	Sold

Agent name: _____

Email address: _____

Phone number: (_____) _____--_____

Total Sales:	
- 5% commission:	
Amount paid:	

Checked in by:		**# of items checked in:**	
Checked out by:		**# of items checked out:**	

I have received all unsold artwork and/or payment for sold art.

Artist/Agent Signature at Check Out: _____ Date: _____