

Offering a unique opportunity for Independent artists to showcase their own work gaining visibility in an established art market, at a relatively modest cost, in a concentrated amount of time.

- Space is open to artists who are not already represented by a gallery in Provincetown.
- Bookings are available in one or two week intervals for solo or dual exhibitions. \*
- Artists retain 100% of sales

## **ABOUT THE SPACE @ GALLERY 444**

444 Commercial St., next to the Copper Fox & PAAM

In the heart of Provincetown's East End Gallery district, an established destination for visiting art lovers and a highly visible presence only one block from PAAM, the Provincetown Art Association Museum.

- Exhibit space is 17'x24'
- 10' ceilings
- Track lighting
- 2 Large Display Windows facing Commercial St.
- Street level access
- Outside sign and lighting for evening visibility
- Office/storage space at rear with toilet, sink, counter space, microwave and refrigerator
- Reserved parking space behind building
- Includes utilities
- Hours available for operation 9AM-10PM, 7 days a week\*\*\*

\* You want your art to shine, so we suggest no more than 2 artists show together during any booking.

\*\* Never ran a gallery before? Hey, it's only a week, you can handle it, plus, we have a nifty list of helpful hints and resources to help you along.

\*\*\* Our "good neighbor policy" is very important. You can set your own hours within this timeframe, but other people in the building gotta sleep.

**Sorry, you may not stay overnight in the gallery.**

## **RESOURCES AND HELPFUL HINTS 2026**

Here are some resources you may find useful for getting your show up and running. We've used some, not others, and do not warrant any, but at least this is a place to start.

### **CHAMBER OF COMMERCE**

Calendar of local events and other info

<https://ptownchamber.com/calendar-of-events/>

<https://ptown.org/calendars/annual-events-theme-weeks/>

### **FRAMING**

#### **Under Glass Custom Framing**

371 Commercial St

Lynn Chichetti

(508) 487-0670 shop 774 216-1529 cell

cicchetti2@yahoo.com

### **ADVERTISING**

#### **Provincetown Magazine**

Published Weekly

Free listing in the Gallery Stroll and Openings listings, but maximize visibility (and foot traffic) by placing an ad.

Lee Hudson Sales Manager

Text or call: 207.266.9914

[leehudson@provincetownmagazine.com](mailto:leehudson@provincetownmagazine.com)

For rates and deadlines

#### **The Banner**

Howard Karren, Arts Editor

[Hkarren@provincetownbanner.com](mailto:Hkarren@provincetownbanner.com)

#### **Artscope Magazine**

[www.artscopemagazine.com/](http://www.artscopemagazine.com/)

Glossy Art mag located in Boston with world wide distribution

Lots of options for ads including online and eblasts

Contact publisher Kaveh Mojtabi for info. He's very enthusiastic and helpful!!

[kmojtabai@artscopemagazine.com](mailto:kmojtabai@artscopemagazine.com)

(617) 639-5771

#### **Provincetown Art Guide**

Patricia Zur

Published seasonally but also has an on-line presence that you might be able to get into at the last minute.

[www.provincetownartguide.com](http://www.provincetownartguide.com)

[patricia@provincetownartguide.com](mailto:patricia@provincetownartguide.com)

### **Art New England**

Contact Susan Baker and ask about "Focus On" or "Event" listings  
857.366.8114

[susan@newventureboston.com](mailto:susan@newventureboston.com)

### **Art Boston**

Join to "Submit an Event" It's a free listing

<http://calendar.artsboston.org/login/>

### **Cape Cod Life**

Join to "Submit an Event" It's a free listing

<http://capecodlife.com/eventscal/>

## **POSTCARDS**

### **Overnight Prints**

Excellent quality and reasonably priced postcards and business cards. But plan ahead! "Overnight" is just their name.

Remember, you want something they can take away to contact you later!

You might also want something that can be distributed around town

<http://www.overnightprints.com>

888 677-2000

### **Fli-Bois Postcard Distribution**

Terry Catalano

Local distribution of postcards and fliers to restaurants and guesthouses

857.310.0785. Text or Voice although text is recommended.

[tcatcoptown@gmail.com](mailto:tcatcoptown@gmail.com)

## **ART SUPPLIES**

### **Artist Loft**

Only extensive selection of art supplies in town and will special order

135 Bradford St. (Corner of Standish St.

508 487-1804

## **HARDWARE**

### **Lands End Hardware**

337 Commercial St.

508 487-0784

In the center of town 7 minute walk

### **Conwell Lumber**

21 Conwell St.

508 487-0150

Between Bradford and Rt. 6 on Conwell St.  
Has lumber in addition to hardware Radio Shack in store  
Also has a small selection of art supplies

## **COPIES, PRINTING, FAX, COMPUTER TERMINALS PACKING AND SHIPPING**

### **Mail Spot Express**

Uses Fed Ex and Fed Ex Ground only. No UPS  
You can also have things delivered there and held for you at a minimal charge  
336 Commercial St #3, Provincetown, MA 02657  
508 487-6650

## **ACCOMMODATIONS**

Here are some options for housing while you are showing. Prices vary during the season so we suggest you check these all out to explore options!

**We have a cottage available to artists to rent** & a house in Ptown  
& I've included my friends places too.

<https://www.homeaway.com/vacation-rental/p3011018> (5 bedroom/3 bath)

<http://www.vacationcapecod.com/rental/house/13?Avail=&Stay=&User=KGR546440>

<http://abnb.me/EVmg/mlbVv9dpWB>

<http://abnb.me/EVmg/Dshsn4rrWB>

### **Search for Motels in Truro, Wellfleet, and Eastham**

You can save big choosing a motel outside P-Town yet still within driving distance.  
Cape Colony in P-Town may give you a discount. Ask for Steve or Jen.

There is even a bus that you can take with one-way fares from as far as Harwich to P-town for only \$2 and they will even carry your bike! See more here:

<http://www.capecodtransit.org/flex-route.htm>

### **www.airbnb.com/**

Want to make it a family vacation? Everything from a beach house for everyone to a pied a terre in someone's home. Again, check towns further up cape for better rates!

### **Last Minute hotel availability**

Not a bad idea if you're a late booker or just needing a few "bridge" days till other accommodations are available.

<https://ptown.org/last-minute-availability/>

### **Provincetown: For Rent on Facebook.**

Sometimes private rentals fall through or someone has a room available.

## **Camping**

There are several campgrounds in Provincetown and Truro. That accommodate everything from tents to RVs. Suggest you google for contact info.

Harborside Realty Len Bowen Handles weekly "vacation rentals"

[contact@harborside-realty.com](mailto:contact@harborside-realty.com) 508 989-5461

## **INSURANCE**

Our insurance does not extend to your artwork or property. **Artists are responsible for insuring their work and property while on the premises, if desired.**

ArtInsuranceNow.com is an excellent resource and online application is available at

<http://art-insurance.herokuapp.com/>

William Fleischer is their Fine Art specialist and I found him very knowledgeable and helpful. 800 921-1008

## **CREDIT CARDS**

You must arrange for your own method of accepting payment. We do have wi-fi/ internet connection. Plan accordingly, perhaps with a mobile plan accessible app.

### **PayPal**

[www.paypal.com](http://www.paypal.com)

Quick and easy. Many different plans are available

### **Square**

Card Readers for your smartphone:

<https://squareup.com/>

## **FOOD**

### **Angel Foods**

Great "Opening" Platters and daily eats

Located on the next corner across from PAAM

467 Commercial St.

508 487-6666 Ask for Liz or Simone

### **East End Marketplace**

222 Bradford St

508 487-2339

### **Stop and Shop**

Big chain grocery store

Shankpainter Road between Bradford and Rt. 6

## POP UP RENTAL CONTRACT 2026

Between **GALLERY 444** (LESSOR) and \_\_\_\_\_ (LESSEE)

LESSEE agrees to rent the interval for the dates:

\_\_\_\_\_ 2026 (Start date) to \_\_\_\_\_ 2026 (End Date)

\_\_\_\_\_ 2026 (Start date) to \_\_\_\_\_ 2026 (End Date)

\_\_\_\_\_ 2026 (Start date) to \_\_\_\_\_ 2026 (End Date)

\_\_\_\_\_ 2026 (Start date) to \_\_\_\_\_ 2026 (End Date)

PLEASE NOTE, YOUR INTERVAL IS NOT CONFIRMED AS RESERVED UNTIL SIGNED PAPERWORK AND FULL PAYMENT HAVE BEEN RECEIVED BY LESSOR AT THE ADDRESS INDICATED BELOW.

### **PAYMENT**

Payment must accompany this signed contract to secure your interval.

Please provide payment to **GALLERY 444 PTOWN**

Mail a copy of this signed contract along with payment to:

**WENDY CRESSEY 33 CANTERBURY HILL ROAD, TOPSFIELD, MA 01983**

*You can also Venmo or Zelle and text or email the contract back.*

### **AMOUNT DUE**

\_\_\_\_\_ Interval Rental (non-refundable\*) + \$500 Security Deposit = \_\_\_\_\_ Total  
See "CANCELLATION POLICY" for details

### **INTERVAL RENTAL**

- Rental includes use of the Main Gallery and Rear office for the Exhibition and Sale of Artwork during the Interval period
- Rental Intervals commence at 3PM on Start Date and end at 11AM on End Date.
- Utilities (with the exception of phone, cable) are included
- Rental includes use of one designated parking space located behind the building.
- Maximum of 2 artists may show simultaneously per booking

### **SECURITY DEPOSIT**

Small nail holes from hanging is expected "wear and tear" and will be repaired and touched up by LESSEE each week. Excessively large holes or other damage to the walls, floors, other surfaces or fixtures, however, will result in a deduction from your security deposit to cover repair or replacement.

Hang artwork either from the Picture Rail or by standard picture hangers

You may not paint on or tape anything directly to the walls.

LESSOR or their representative will arrive by Noon on "changeover" day to inspect the premises before you leave and inform you of any issues so please remain to sign the

SECURITY DEPOSIT RELEASE CHECKLIST before you depart.

Your security deposit less any assessments will be returned to you within 14 days of the End Date of your booking.

Assessments include but are not limited to:

- Lost/failure to return key: \$200
- Damaged or missing equipment: Estimated cost of repair/replacement
- Storage charges beyond term of booking.

#### **GALLERY 444 REGULATIONS**

Because there are two residential condos in the building, you are expected to be respectful of your neighbors.

- Available hours of operation are between 10AM – 11PM daily.

You may set your hours for any period within this timeframe.

- You are responsible for staffing your gallery during open hours.
- Park ONLY in the space designated GALLERY in the area behind the building.
- No live or loud music is permitted.
- No alcoholic beverages may be sold, served wine can not leave the Gallery.
- Please put your trash in the barrels at the back door on Sunday night for Monday Pick up.

- Place recyclables in the blue bin and place it next to the fence on the corner up at the street on Monday night. Pick up is Tuesday. Bring the empty contained back.

- **You may not remain overnight in the gallery.** Please arrange for accommodations off premises.

#### **START/END DATE CHANGEOVER**

Changeover occurs on Wednesday.

LESSEE shall be responsible for the timely Installation and Removal of their property as follows:

#### **START DATE AND INSTALLATION**

- The previous LESSEE will be "checking out" in the morning and vacating the premises by noon.
- They will vacuum and touch up the gallery before your arrival.
- LESSEE must arrive for key pick up and orientation (lighting, AC, etc.) between 2 and 3 PM. This is the ONLY opportunity you will have to do so do not be late! If you are late and other arrangements are required to check you in, your security deposit may be affected.
- Please bring any tools and materials you may need as none are provided. There is a hardware store in town which carries most anything you may have forgotten.

#### **END DATE AND REMOVAL OF PROPERTY**

- LESSEE must appear to remove artwork and personal property and surrender key by 11 AM on End Date.
- Key may only be surrendered directly to LESSOR or their representative.
- All property of LESSEE must be removed from the Main Gallery space by Noon.
- LESSEE'S property may be temporarily placed in the back room but must be completely removed from the premises by 3pm on End Date.

- Property remaining after 3 PM shall incur storage charges of \$50 per calendar day to be deducted from Security Deposit. If not removed by 11AM on the Wednesday following the End Date, property shall also become the property of the LESSOR to be disposed of as they see fit and without compensation to the LESSEE.
- LESSEES who do not appear by 11 AM on End Day to remove their show shall forfeit the full security deposit. Property shall be removed by LESSOR to the back room and shall also become the property of the LESSOR and, if not removed by 11AM on the Wednesday following the End Date, shall be disposed of as LESSOR see fit and without compensation to the LESSEE.
- LESSOR shall not be held liable for any loss or damage to LESSEES property during the handling of said property by the LESSOR or their agents at any time.

**ACCEPTING PAYMENT FOR ARTWORK**

LESSEE must provide your own method of accepting payment.

We suggest you establish a PayPal account or acquire a portable credit card reader for your smart phone.

- LESSEE must use their personal address and contact information for any such accounts.
- LESSEE may NOT use the GALLERY address as a point of contact or to establish credit.
- LESSEE is responsible for collecting and paying applicable Federal and State taxes including but not limited to payroll taxes and sales taxes.

**INSURANCE**

GALLERY 444 carries standard business and liability Insurance, but it does NOT cover loss of, damage to, or theft of your artwork or your property.

If you wish to insure your artwork or personal property you are responsible for obtaining such coverage yourself.

**CANCELLATION POLICY**

In the event of LESSEE Initiated Cancellation, Interval Rental is non-refundable unless LESSOR is able to re-rent the interval. Security Deposit shall be refunded.

In the event of LESSOR Initiated Cancellation, sole compensation shall be return to the LESSEE of all funds paid to LESSOR. LESSOR shall not be held liable for any costs incurred by the LESSEE or for compensation or damages due to any inconvenience suffered by the LESSEE.

This is the sum total of all agreements between the parties. Any adjustments to this agreement must be executed in writing and signed by both parties.

I hereby agree to all terms and conditions herein and affirm that I am not currently represented by any Provincetown entity. \_\_\_\_\_

**LESSEE Signature**

**Date**

Please complete the following so we can return your security deposit

**LESSEE Name** \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

## APPLICATION for 2026 POP UP at Gallery 444 PTOWN

Let's get started! Email this completed and signed application to

[Gallery444ptown@comcast.net](mailto:Gallery444ptown@comcast.net)

Once accepted, you'll receive paperwork to complete your booking and reserve your interval. Intervals are allocated on a first come/first served basis and are confirmed as soon as payment, and signed contract are received by us. **\* Dates already rented\* on hold**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

WEBSITE \_\_\_\_\_ (or email 3 representative images as jpg.)

**CIRCLE DATES REQUESTED** Intervals Start at 3PM on Wed. and End at 11AM following Wed.

<u>DATES</u>	<u>RENTAL \$</u>
April 15 - April 22	\$ 1200.00
April 22 - April 29	\$ 1200.00
Lesbian Visibility Week April 20 -26	
April 29 - May 6	\$ 1200.00
May 6 - May 13	\$ 1200.00
May 13 - May 20	\$ 1475.00
Single Women's Wkd May 15 -17	
Monumental Yard Sale May 17 -18	
May 20 - May 27	\$ 1850.00
Memorial Day Weekend May 21 -25	
May 27 - June 3	\$ 1550.00
Encaustic Conference 5/30-6/1	
June 3 - 10	\$ 1850.00
Pride June 5 -7	
June 10 - 17	\$ 2450.00
Provincetown Film Festival June 10 -14	
June 17 - June 24	\$ 3250.00
June 24 - July 1	\$ 3250.00
Provincetown Portuguese Festival 6/26-28	
July 1 - July 8	\$ 3250.00
Fourth of July	
July 8 - July 15	\$ 3250.00
Bear Week July 11 -18	
July 15 - July 22	\$ 3250.00
Bear Week July 11 -18	
July 22 - July 29	\$ 3250.00
Girl Splash 7/22-26 / Family Week 7/25-8/1	
July 29 - August 5	\$ 3250.00
Family Week 7/25 - 8/1	
August 5 - August 12	\$ 3250.00
Jazz Festival 8/4 - 8/12	
Aug. 12 - August 19	\$ 3250.00
Carnival Aug. 15- 22	

<u>DATES</u>	<u>RENTAL \$</u>
Aug. 19 - Aug 26	\$ 3250.00
Carnival Parade 8/21 Carnival Aug. 16-23	
Aug 26 - Sept. 2	\$ 3250.00
Sept. 2 - Sept. 9	\$ 2450.00
Labor Day Sept. 7	
Sept. 9 - 16	\$ 2450.00
Swim for Life 9/12	
Sept. 16 - 23	\$ 1850.00
Sept 23 - Sept. 30	\$ 1550.00
Book Festival 9/25-27	
Sept 30 - Oct. 7	\$ 1550.00
Mates Leather Weekend Oct 1 -5	
Oct. 7 - Oct. 14	\$ 1850.00
Columbus Day Weekend Oct 9 -12	
Oct. 14 - Oct. 21	\$ 1550.00
Women's Week Oct 12-18	
Oct. 21 - Oct 28	\$ 1550.00
TransWeek Oct 18 - 25	
Oct. 28 - Nov 4	\$ 1550.00
Halloween Weekend 10/29 -11/1	

**Available throughout the year**

**Plus \$500 Security Deposit per interval**

Security deposit is collected to cover loss or damage to any gallery equipment, the facility, or for storage of artwork beyond end of interval and will be returned less any assessments within 14\_days of the end of your booking.

Sign \_\_\_\_\_ Date \_\_\_\_\_