PlotArt business rentals

Artist guide and agreement template

PA-BHR-2026-11 | Version 1.1 | 16 November 2026

For rent. Still for sale.

This guide explains the proposed business rental model and supplies a blank hire agreement, placement schedules and a separate PlotArt fee and artist participation agreement. It is not an executed contract, insurance confirmation or enrolment. Each artist and business must approve the completed details before any work moves. The template has not been independently reviewed by a solicitor or insurer.

Artist guide

Selling remains the artist's priority. Work may stay for sale while on rent. The standard monthly charge is 4% of the agreed artwork sale-price basis: 3% to the artist and 1% to PlotArt. This is a 75% / 25% division of the combined monthly charges, not 1% of the rent. Each work requires the artist's express approval.

The initial arrangement is six months, allowing agreed replacements when work sells. It does not guarantee the same painting for the whole term or restart the term after a changeover.

The renting business funds the approved packing, transport, hanging, removal, return and required artwork insurance. Sale-driven changeover costs and limits must be agreed in advance. Artists and PlotArt do not front these costs. Delivery of sold work onward to a purchaser is agreed separately in that sale.

The standard sale-recall notice is 30 calendar days, with a shorter period possible by agreement. A suitable replacement must be approved by the business and its owner. If none is agreed within seven days after removal, the business may end the affected placement without penalty. Charges stop during an uncovered gap; unused prepaid charges are refunded within 14 days.

A €2,000 agreed price basis gives a combined charge of €80 per month: €60 to the artist and €20 to PlotArt. Six months gives €480 in combined rental and platform charges, before any separately applicable VAT and transport/insurance costs. A written quotation must state the actual total, deposit, tax treatment and payment dates. Rental does not automatically count toward a purchase.

No artist's existing gallery agreement, founding benefits, sales commission or image permissions are changed by downloading this document. General Opportunities preferences are not permission to list or place an individual painting.

The artist does not need to attend installation unless this is expressly agreed. Before collection, the business appoints a receiving contact and a competent installer approved by the artist. A delivery-only service does not include unpacking or hanging. Any required artist attendance, travel and fee are approved in writing beforehand and funded by the business. The artist receives the agreed condition records and dated photographs, including the installed position.

The following template is intended for business hirers in the Republic of Ireland. Complete all schedules and sign the hire and any applicable fee agreement before acceptance. No signature or payment is taken by this download.

Agreement template

1. Parties and documents

Owner/Lender: [legal name, address, email, telephone].

Business Hirer: [legal entity, company number where applicable, registered/trading address, authorised signatory and contacts].

Agreement ID/version/date: [ ].

Owner hires the identified work directly to Hirer. PlotArt provides introductions and only any expressly agreed administrative service; it does not take custody, move, install or insure work, collect Owner rent/deposits, or guarantee either party's performance.

PlotArt's own recurring fee must be separately agreed with the Business under the fee agreement below. PlotArt may invoice that agreed fee, but not collect Owner rent under this model.

Schedules A–D, the condition reports and the signed fee agreement form the completed placement record. Conflicting terms must be resolved before dispatch. Essential blank financial, care, cancellation or insurance fields must not remain at signature.

2. Display, ownership and copyright

Hirer may display the work only at the approved venue/room. Owner retains title unless a separate completed sale transfers it. Hirer may not sell, pledge, sub-hire, lend, relocate, reframe, clean, repair or alter work without Owner's written authority. Owner confirms authority to hire and sell it.

The Owner may market and sell the work through PlotArt or elsewhere during hire. It must be described as on hire, with delivery subject to the agreed sale-recall timetable. Owner must not promise a purchaser immediate collection that contradicts this agreement.

Copyright and moral rights remain with their holders. Hire grants no advertising, social-media, photography, film/screen, reproduction or sublicensing permission. Any such licence requires a separate written scope. Private condition photographs may be used to administer this placement and claims.

3. Fees and payment

For each work, Schedule B fixes the artist-approved sale-price basis for rental calculation, not necessarily the later negotiated sale proceeds.

Monthly combined charge = 4% of that agreed basis. Owner component = 3%; PlotArt component = combined charge less Owner component, approximately 1%. Round combined and Owner components separately to the nearest cent using half-up rounding, and assign the rounding difference to PlotArt so invoices add up exactly. Display actual amounts before approval. For a €2,000 basis: €80 total, €60 Owner and €20 PlotArt monthly. Six months: €480 total, €360 Owner and €120 PlotArt.

The signed schedule explicitly states VAT treatment for each supplier. Do not infer rental VAT from a sale price, claim tax deductibility or add VAT twice. The formula and examples are before any separately applicable VAT; the final quoted amounts must state whether VAT is included or added and what the customer actually pays.

Initial sale-price changes do not retrospectively change a signed rental. Each replacement receives its own approved pricing schedule. Any negotiated reduction from the 4% target requires prior written agreement on both components; no automatic reduction of the artist's 3% is authorised.

Owner rent and PlotArt fees are paid directly to their respective payees. Service providers are paid directly by Hirer, unless another arrangement is expressly documented without requiring an artist advance. Payment dates and deposit conditions are in Schedule B. No automatic rent-to-purchase credit applies.

Each payee accounts for and refunds its own unused prepaid fees. No undisclosed deduction or new sales commission arises from this agreement.

4. Six-month term

The initial arrangement runs for six calendar months from accepted installation, with exact start/end dates recorded. It does not promise possession of the same painting throughout. The Hirer consents at signature to the sale-recall and replacement procedure in clause 8.

The six-month term continues for remaining works and any accepted replacements. A replacement normally runs only until the original end date; it does not restart the six months unless expressly agreed.

No rent or PlotArt fee accrues before agreed commencement or during an applicable no-work gap. There is no automatic renewal. Ordinary Hirer early exit is governed by expressly completed cancellation terms, subject to the specific no-replacement rights below.

5. Business-funded transport and installation

Hirer pays the approved, itemised cost of packing, collection, outbound transport, hanging, removal, repacking and return to the agreed Owner address. Hirer also funds agreed artwork transit/display insurance and approved changeovers. Artist and PlotArt are not required to front these costs.

Before dispatch, obtain and approve a written quote covering actual dimensions/weight, value, fragility, locations, wall fixings, stairs/lifts, access, packing and both journeys. A six-foot painting may require a specialist art handler. No artist is required to deliver personally.

Use Owner-approved competent handlers. Hirer obtains landlord/building permissions and agrees wall suitability with the installer. Specialist fixings, equipment, storage and wall reinstatement must be stated separately.

Before collection, Schedule C must name the Hirer's receiving contact and the competent installer approved by Owner, and record the agreed location, access, timing and handling/hanging instructions. The Hirer obtains the required venue permissions. Unpacking, hanging and removal are included in a courier's service only when expressly accepted in its written booking; a delivery-only booking does not appoint the driver as installer.

Owner supplies relevant written handling, fixing, placement and care instructions. Owner or its authorised representative makes the work available for the agreed collection handover. Responsibility for packing, lifting, loading, unloading, unpacking and installation is allocated by stage to the named competent people before booking. No duty for Owner to lift, load or install the work is implied by making it available for collection.

Owner is not required to attend installation unless its involvement is expressly agreed in writing. Owner may attend by arrangement. Where attendance is required, its scope, timing, travel expenses and any attendance/installation fee must be approved by Hirer in writing beforehand and funded by Hirer; no undisclosed attendance charge is created.

Hirer ensures that the named recipient/installer records the work's condition on arrival and after installation, with dated photographs including its final position. These records and the delivery/installation acknowledgment are shared with Owner promptly, normally within two business days. Any loss, damage or discrepancy is reported immediately; taking or sharing photographs does not delay notification. Owner's remote review of a photograph does not certify structural fixing safety or waive rights concerning damage. Private records do not grant promotional image permissions.

The party arranging each stage and the applicable insurance must be recorded. No work moves before suitable cover and agreed payments are confirmed. No unattended drop-off or unapproved relocation is allowed.

No expenses are incurred on Hirer's behalf beyond an approved quote/cap. Ordinary return to Owner remains payable as agreed. Sale-driven additional changes follow Schedule D; no surprise unlimited changeover liability is created.

Where sold-work collection and replacement delivery can share a journey, charge only the agreed actual combined service. Onward delivery to a third-party purchaser is allocated in the sale agreement, distinct from retrieval from the rented venue and ordinary return obligations.

6. Insurance, care and loss

Hirer funds and provides evidence of suitable artwork cover for the work's agreed insured value throughout collection, packing, outward transit, installation, display, removal, repacking and return or the expressly agreed transfer to the buyer's insured carrier. Coverage may be provided through Hirer's policy and an approved handler's policy, provided their scope and handovers leave no gap. The artist need not purchase placement artwork insurance.

Schedule C records insured parties, policy references/dates, works/values, activities/locations, limits, excess allocation, exclusions, insurer and claim contacts. General business/public-liability cover or a carrier's limited liability is not assumed to insure the full artwork value. Evidence is checked before every new work and changeover.

Paying for artwork insurance does not eliminate an artist's, installer's or other party's responsibility for its own acts, negligence or any legally required liability cover. Hirer's agreed artwork cover and each contractor's appropriate liability cover are distinct. PlotArt does not sell, arrange, provide or guarantee insurance. If required cover cannot be confirmed, the work does not move.

Hirer follows the signed care/security schedule, including light, heat, humidity, contact risks and emergency reporting. Condition records with dated photographs accompany collection, installation, changeover and return. A signed receipt does not automatically waive hidden damage discovered later.

Report loss/damage promptly to Owner and the insurer; preserve evidence and report theft to An Garda Síochána where appropriate. No restoration, disposal or settlement affecting another party's rights without consultation and required consent.

A deposit is not insurance. Liability and compensation follow the parties' lawful obligations and evidenced loss, without double recovery. An insured value is not an automatic payout for minor damage. Total loss, restoration, salvage and diminution in value must be addressed consistently with the actual policy.

7. Continued sale availability

Owner may accept a bona fide sale at any time during hire. Hirer may also ask to purchase; that is a separate sale, not an automatic rent-to-own arrangement. No exclusive option, discount or right of first refusal delays another buyer unless separately signed.

Owner promptly notifies Hirer of a confirmed sale and proposed release date. The standard notice is 30 calendar days before removal, or another period expressly completed in Schedule D. A shorter interval requires Hirer agreement. Owner informs its buyer of this timing before committing to a conflicting delivery date.

Owner may not recall work as a sale changeover merely to escape the rental arrangement without an actual sale. Ordinary elective recalls, conservation emergencies and Hirer breach follow their applicable provisions.

8. Sale, replacement and costs

Hirer agrees in advance that sold work may be removed under clause 7; a sale does not require a fresh veto over the artist's right to sell. All parties must follow the notice, safe handling and financial protections below.

Owner proposes suitable replacement work, with PlotArt able to assist through introductions without guaranteeing stock. Consider size, quality, medium, venue suitability, value, care needs and rent. Hirer may decline a reasonably unsuitable work; Owner cannot unilaterally substitute it.

Before moving a replacement, obtain Owner consent, Hirer acceptance, updated inventory/condition records, price approval, handler quote and insurance confirmation. If another artist owns it, a new direct hire schedule or agreement and that artist's express authority are required. No unilateral novation or binding of a non-signatory occurs.

The business funds approved retrieval of the sold work and delivery/installation of an accepted replacement within the initial Schedule D changeover allowance, per-event limit or quotation mechanism. That schedule states the number of included/authorised changes and total exposure. A signature with these costs left undefined is not sufficient approval of unlimited bills. If costs exceed the agreed allowance, obtain further written agreement or apply the fallback below. Neither artist nor PlotArt must subsidise a substitute or pay a buyer's onward delivery.

No duplicate charges apply on an overlap day. Owner rent and PlotArt fees on the sold work stop when it is removed, or ownership transfers to Hirer if Hirer buys it. Charges for a replacement start on its accepted installation. Prorate partial months by the actual days in the relevant calendar month. No replacement means no rental/PlotArt charge for the uncovered period.

The standard replacement deadline is seven calendar days after removal, unless Schedule D states another period. If no suitable replacement is agreed within that period, or the approved replacement costs cannot be agreed, Hirer may end the affected work's placement without early-exit penalty. Hirer may agree an earlier end instead of waiting. The remaining collection continues unless the signed schedule expressly makes a minimum collection essential.

All unused prepaid Owner rent and PlotArt fees for the affected work are refunded by their respective recipients within 14 calendar days. Existing fees for supplied rental are not refunded merely because the painting sold. Owner pays no replacement penalty simply because approved stock is unavailable.

If a replacement's agreed rent is lower, charges reduce accordingly. A higher rent or any change to the 3%/1% allocation needs explicit written agreement before installation. Replacements never silently increase the Hirer's budget or reset the original term.

9. End, breach and cancellation

Complete ordinary cancellation and early-return charges/refund rules in Schedule B before signing. No unscheduled accelerated demand for all remaining fees is assumed.

For material breach, give written details and ordinarily 10 business days to remedy, except urgent artwork/safety/insurance risks requiring immediate protective steps. Termination does not erase accrued lawful liabilities or permit double recovery.

For a non-sale elective recall without Hirer breach, Owner bears the additional cost caused by that unilateral recall and refunds unused rent; this is distinct from the expressly accepted, business-funded sale procedure. Damage caused by a party's fault is not relabelled a normal business-funded handling charge.

At ordinary end, Hirer provides collection access and pays the agreed removal/return costs. Owner/provider delay does not prolong charges where Hirer has provided the agreed access. Failure by Hirer to provide access may attract only expressly agreed holdover charges and evidenced extra costs after notice. No forced entry is authorised.

For delayed initial delivery, complete a long-stop date and cancellation/refund provisions. Events outside reasonable control require notice, mitigation and safe insured arrangements rather than automatic unilateral price rises.

10. General

Variations require written consent from affected parties. Existing artist gallery/founding terms and applicable sales commissions are unchanged. An independent sale does not become a PlotArt-introduced sale solely because the work was on rent. The actual relevant sales agreement determines any sale commission.

Use private details only to administer the placement, claims and legal obligations. No promotional publication or mailing-list consent follows from hire.

Parties first discuss disputes, then consider mediation by agreement. Irish law and the courts of Ireland apply. This is a business template; consumer hire requires different review. Nothing excludes liability that cannot lawfully be excluded. Any proposed liability cap must be expressly agreed and checked against the actual risks and insurance.

Schedules: complete before signature

A — Work and location: Owner/artist; title/ID; medium/support; outer dimensions/weight; frame/glazing/fixings; photographs/condition; sale availability; agreed rental calculation basis; sale asking price; insured value; venue/room/wall; collection/return addresses; care requirements.

B — Term and money: exact six-month start/end; monthly total and 3%/1% components; VAT treatment and final invoice totals by payee; payment dates; rental commitment subject to sale fallback; itemised initial/return transport/installation; deposit holder/amount/deductions/refund date; cancellation; ordinary early return; long-stop date. No blank essential cost or fee fields.

C — Handling and insurance: named collection representative, receiving contact and approved installer; written handling/fixing/care instructions and approved final location; scope of the courier's booked services; agreed artist attendance and Hirer-approved fee/travel costs, if any; arrival and post-installation condition reports, dated photographs and acknowledgment to Owner; arranger, performer, payer and insured party for every stage; approved handlers; policy evidence/dates/limits/excess/exclusions; claim contacts; authorised signoffs at each custody transfer; wall/access permissions and reinstatement.

D — Sale and changeovers: sale notice [30 days unless varied in writing]; replacement deadline [seven days unless varied in writing]; per-change quote/maximum, number of changes and total cost cap [complete]; cost allocation at venue/return/buyer handover; replacement suitability and approval; per-work gap credit; 14-day unused-fee refund; whether loss of the affected work permits ending any expressly essential minimum collection [complete]. No buyer can be promised faster release than this schedule permits.

Owner signature: [legal name, authority, signature, date].

Hirer signature: [legal entity, authorised signatory, signature, date].

Both confirm receipt of completed schedules and that the works remain for sale.

Separate PlotArt fee and artist participation agreement

This is a separate, limited agreement; it does not make PlotArt the lender, insurer or carrier.

Parties: [PlotArt's confirmed legal contracting identity and address]; [Hirer]; [Owner's acknowledgment of participation and the public price/split]. Do not sign solely in a brand name.

For work(s) [IDs] during the actual paid display periods, Hirer pays PlotArt the approved monthly fee component in Schedule B, 1% under the standard rate of the agreed price basis (25% of the standard combined monthly charge, subject to disclosed cent rounding). Owner receives its approved 3% component directly. No delivery, insurance, deposit or unrelated sales proceeds form part of that fee basis.

PlotArt supplies [specific introduction/administrative services actually agreed]. It does not guarantee a sale, replacement stock, uninterrupted rentals or the artist's performance. PlotArt remains responsible for its own agreed services and lawful duties.

Invoice/pay dates, VAT and total fees: [complete]. Fee stops and prorates on the same removal, purchase and gap rules as the hire. PlotArt refunds its own unused prepaid fees within the agreed refund deadline. No fee accrues merely because a work was listed or interest expressed.

If Hirer negotiates a different overall rate, affected parties first sign the revised artist amount, PlotArt fee and customer total. Artist participation is optional per work and does not alter gallery/founding benefits or create a sales commission.

Owner specifically approves the work, venue, rate, split, care, insurance and sale-replacement process. General Opportunities preferences alone do not authorise it. Separate public listing/image permissions must cover the actual use; no new marketing licence is assumed.

Termination, lawful liability and dispute terms: [complete consistently with the hire]. No exclusion of non-excludable liability applies.

PlotArt signature/date: [ ].

Hirer signature/date: [ ].

Owner participation acknowledgment/signature/date: [ ].