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**Safe Art SAT, Inc.**

1940 Hazen St  
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**To :** SALMAGUNDI

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Audubon Artists Onsite Exhibit, 2018

**Date :** May, 2018

**Attn :** Vincent Nardone

**From:** Evan

**Re :** SALMAGUNDI 2018

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**Information regarding our services for the Salmagundi Club  
Audubon Artists Onsite Exhibit**

Our fee for receiving the work, unpacking, delivering to the show, picking up from the show and repacking into the existing packing materials is \$110. This fee is nonrefundable even if the artwork sells and does not return to our warehouse for repacking. You are also responsible for paying the shipping to us and back to you after the show. We ask that you include a pre-paid Fed Ex, UPS, or DHL return airwaybill in the box to help expedite the return. Once the piece has been retrieved from the show at the close of the exhibition, it typically takes us 10-14 working days to have the pieces repacked and ready to ship from our warehouse.

The \$110 fee may be paid via check, credit card (VISA, Master Card, & AMEX are all accepted), or with an International Postal Order as long as the funds are in US Dollars.

Regarding packing, an air-float, strong box is the preferred packing for paintings, drawings, and pastel artworks. If the piece is framed behind glass, we recommend covering the glass completely with a low-tack glass tape. Please do not use packing peanuts.

If the work arrives at our warehouse damaged we will contact you immediately upon discovery of the damage. You then must either: 1.) choose to have the work returned to you and be responsible for any applicable charges or 2.) instruct us to deliver the piece to a Manhattan framer of your choice and be responsible for all applicable charges such as delivery, reframing, rematting, & reglazing. Safe Art SAT, Inc. will not be held responsible if the artwork does not arrive at the show in time due to damage.

**Please ship your package to arrive NO LATER THAN OCTOBER 19th, 2018**

**Please write on the outside of the package: "SALMAGUNDI AUDUBON"**

Ship to (**NOTE OUR NEW ADDRESS**) :

Safe Art SAT  
19-40 Hazen Street  
East Elmhurst, NY 11370  
Attn: Brad Kensinger  
ph# (718) 392-8910

Should you have any questions please feel free to contact us.

Thanks!

Evan Ryer