

GALERIES AT PARATISSIMA

# REGULATIONS

Credits Montserrat Diaz



#### **PRESENTATION**

**G@P** is an Art Fair, which fills the void existing nowadays in Turin between Artissima, which is the main fair and also more institutional and selective event basically addressed to an elite group of collectors, and other art events.

Contemporary Art Galleries have the chance to exhibit and present their own artists to a large crowd of about 50.000 visitors through the five days of the Event.

Paratissima, an International off event, extends its offer to those, who are potentially interested in investing in Contemporary Art, by hosting not only young artists and emergent talents, but also established artists proposed by a careful selection of Art Galleries.

#### G@P is an autonomous area inside Paratissima, specifically dedicated to art dealers.

Located at the heart of the Event, G@P offers to the participating Galleries a guarantee of a huge number of visitors in few days, during the Art Week in Turin, which is well-known today on an International level to host collectors from all over the world.

The Event, with its 12.000 sqm of exposition filled with special projects and Curated Exhibitions and with such a vast array of offers to include also Fashion, Design and Music, has certainly become one of the biggest and most visited Contemporary Art Events on a National Level.

G@P constitutes the ideal playing field for gallerists and experts or budding collectors, who aim to invest not just on young artists.

News for the 2017 Edition is the introduction of two prizes: one for the emergent under 35 artists and the other for the participating Art Galleries.

The G@P Under 35 Prize has a max value of € 1.500 plus tax and is dedicated to an Under 35's artwork.

The G@P Project Prize is dedicated to the Gallery with the best Exposition Project. The winning gallery will get an exhibition space for free in G@P 2018.

#### **GENERAL CONDITIONS**

<u>Admission criteria:</u> The participation to "G@P" is exclusively reserved to Art Galleries, with a standard exhibition annual program. Mail-order companies, independent artists and private individuals are excluded from participation.

#### Documents to be attached:

- 1 The Application Form and the General Conditions entirely filled out and signed
- 2 A biography of the Gallery, with a max of 1500 beats (including spaces), stating the Exhibition Programme for the last 12 months
- 3 A list of the artists to be presented at G@P
- 4 Images of the artworks to be exposed (jpg format, 300 dpi), together with their captions.
- 5 Images renamed as gallery name\_artist name\_work title.jpg
- 6 A copy of the first bank transfer

PLEASE SEND THE REQUESTED DOCUMENTS TO: gap@paratissima.it





#### **Application Forms:**

The Application Form and the General Conditions must come signed, otherwise the Application will not be considered as valid, and accompanied by the requested down payment.

#### Acceptance:

The chronological order of receipt of the Application Forms is not decisive for the Admission and its acceptance will be put before the Artistic Director and the Organisers' honest judgement. Application will become a binding contract upon written notice of acceptance in the

Exhibition. The submission of the Application Form constitutes an irrevocable commitment on the part of the applicant and his full acceptance of the General Conditions, as well as of the Technical Standards and of any other rules relating to the organisation and the running of the Exhibition Centre.

#### Benefits for participants:

- 5 VIP cards valid for 2 people for all 5 days. Please do communicate the names and the addresses to the Exhibition Management, which will take care of sending them, within 10th October
- 20 free entries valid for 2 people for the Opening Day
- 20 free entries valid for 1 person only for any day of the Event
- A common and surveilled storage will be provided for the Gallerists so to deposit extra artworks, in case of eventual sale of the exposed ones
- 2 free copies of the catalog
- Wi-Fi Connection

#### Location and Expostive Space:

"G@P", Paratissima's project dedicated to Art Galleries, will

take place within the architectural complex of Torino Esposizioni (15/B, Corso Massimo D'Azeglio, Turin). Each Gallery can choose an Expositive Space of 18 or 36 m2, including a max of 4 service cards for Exhibitors to access the Exhibition throughout the Event.

The exhibition spaces will be allocated by the Exhibition Management.

Prices: (All prices + 22% VAT)

Stand 18 m2 - € 1.500 (€ 1.250 early bird down payment to be paid within 30th July 2017)

Stand 36 m2 - € 2.500 (€ 2.000 early bird down payment to be paid within 30th July 2017)

It is possible to ask for estimates for bigger spaces than the standard ones as well as for services and supplementary optionals (exclusive storage inside the expositive box; supplementary lighting; custom addition of expositive walls and furniture, etc.... Please keep in touch with the contact people for specific demands).





#### Terms and conditions of payment:

- A total amount of € 500,00 must be paid as a down payment together with the submission of the Application Form within 15th September 2017 (early bird on 30th July 2017). The Application Form, which comes not accompanied by the down payment will not be considered as valid. The required deposit will be credited as down payment of space rental. Application without the required deposit won't be accepted.
- Payment / First Instalment (€ 500,00) within 15th October 2017
- Remaining balance due within 31st October 2017. Payments must be made exclusively in Euros. Additional bank charges are at Exhibitor's own expense.

#### Bank Transfer made out to:

Associazione Ylda Bank PROSSIMA - TORINO IBAN: IT 54 R033 5901 6001 0000 0061 625

REASON FOR PAYMENT: G@P APPLICATION - PARATISSIMA 2017

Please include the Exhibitor's name in the Bank Transfer to ensure proper credit. A copy of the wire transfer receipt stamped by the bank must be attached to the Application Form. All Exhibitors from abroad - EU and extra EU countries – holding a regular VAT number in their own country, participating to a Fair or Exhibition in Italy, will receive an invoice without the Italian VAT at its statutory rate (non taxable according to the regulation as per DPR 633/72, section 7-ter, paragraph 1, subparagraph a). From 1st January 2011, the Italian VAT is not a required payment and, consequently, a refund is not to be requested. The new regulations do not apply to Italian Exhibitors. All exhibitors from abroad - EU and extra EU countries – not holding a regular VAT number in their own country have to pay for the Italian VAT. The VAT at its statutory rate will be added to all invoices for the Exhibitors from abroad. All exhibitors from abroad - EU and Extra EU countries – can ask for a refund of the VAT paid as indicated in Art 38-ter DPR 633/72 following the procedures laid down in the VIII EU Directive.

#### Sale:

Sale is allowed during the Event. The Exhibitor is asked to bring extra artworks, which can be left in the collective and surveilled 24/7 dedicated storage, so to eventually replace the sold exhibited artworks. The purchaser is obliged to show a pass-out signed by the Gallerist to G@P contact people in order to exit the Exhibition.

#### G@P Under 35 Prize:

In compliance with the now established vocation of the Event to promote and support young Contemporary Art, G@P awards an Under 35 artist with a prize, for a max value of €1500 plus tax.

Each Gallery can nominate a specific artwork of an artist aged 35 not celebrated before the Closing Day of the Exhibition. The Gallery must declare, when accepted, the price of the nominated artwork for a max value of € 1.500 plus tax. The artwork must be exposed for the whole duration of the Event and it will be marked with a dedicated sticker as nominated for the Prize and it will not be in sale before the allocation of the Prize itself has taken place. The marking sticker will be provided by the Exhibition Management whilst the preparation.

For the nomination each Gallery must send, also after the subscription, within the strict deadline on 1st Oc-





tober 2017, from one to three HD images of the selected artwork, together with its caption and an artist's portfolio (with the CV) to: **gap@paratissima.it.** 

The allocation of the prize is put before the Paratissima/G@P Artistic Direction's honest judgement. This way the artwork will enter the private collection of the organisational institution, which is growing year by year.

#### <u>G@P Project Prize:</u>

Free admission to G@P2018 with a 18mq stand at stake. Each Art Gallery is automatically nominated for the allocation of the G@P Project Prize.

The best Expositive/Curatorial Project will be awarded, taking in account the quality of the exposed artworks. The allocation of the prize is put before the Paratissima/G@P Artistic Direction's honest judgement.

#### Prizes allocation:

The Prizes will be assigned during the Exhibition Closing Ceremony on 5th November 2017, in the evening.

#### GENERAL CONDITIONS OF PARTICIPATION

#### Art. 1 – Show Name, Location, Organiser and Purpose

Ylda Association within the manifestation Paratissima13 promotes the project "G@P\_ Galleries at Paratissima", which takes place in Torino, at Torino Esposizioni to draw the interest of Contemporary Art Collectors and the general public. Ylda Association, hereunder quoted as Organizer, runs the business management of the "G@P" Project as a whole. The aim of this initiative is to realise, in special expositive spaces assigned exclusively to the Exhibitors, a coordinated and range of artworks and objects of Contemporary Art.

#### Art. 2 – Admission eligibility

The admission to "G@P" is reserved to art galleries. with a standard annual Exhibition programme. Mail-order companies, independent artists and private individuals are excluded from participation.

#### Art. 3 – Application procedure

- 3.1 Only official Application Forms will be accepted; the Application Form must be signed by the authorized representative of the applicant company and such a request will be valid only if fully filled in and presented according to the ruled terms.
- 3.2 The Exhibitor guarantees that all the information in his own Application Form is accurate and authentic.
- 3.3 Application Form must be sent to Ylda Association Via Baretti, 21b 10125 Torino by mail or fax –gap@paratissima.it- within the date indicated in the Application Form.
- 3.4 Application Form must be accompanied by a down payment for space rental of the amount indicated in the Application Form. No space will be reserved without the deposit.





- 3.5 Application Form is subject to acceptance as described in Art. 4.
- 3.6 Sending the Application Form does not imply the automatic admission in the fair.
- 3.7 The submission of the Application Form constitutes an irrevocable commitment on the part of the applicant and his full acceptance of the General Conditions of Participation, as well as of the Exhibitors' Manual and of any other rules relating to the organization and the running of the show and of the Exhibition Centre.

#### Art. 4 - Exhibition prices

- 4.1 The exhibition prices are fixed by the Organizer and they can be modified when ever necessary.
- 4.2 For the present edition the prices are fixed as indicated in the Application Form.

#### Art. 5 – Terms of payment

- 5.1 The sum indicated as deposit in the Application Form, that must accompany the application, will be credited to the Exhibitor's account as down payment for the booth rental amount. After acceptance by the Selection Committee, the Exhibitor will receive the statement of his account.
- 5.2 The invoice will be issued after payment. Payments must be made as indicated in the Application Form. Only the payment of the total amount due will give the Exhibitor the right to occupy the assigned booth. This right is not transferable to a third part. Failing that, the Organizer shall rescind the contract according to the article 1456 of the Italian Civil Code, the Exhibitor will cover the total booth rental amount and the penalty fee according to the article 28 and the Organizer will be in the right of assigning the same booth to another Exhibitor.
- 5.3 Payments will be valid only if made in the favor of Ylda Association

#### Art. 6 - Admission

- 6.1 The Organizer, shall make the selection of all applications and may accept or reject applications at their unrestricted discretion; only reliable firms will be admitted, operating in the field of contemporary art, that are able to ensure the display of objects of high quality and artistic level.
- 6.2 The required deposit does not imply the automatic admission of the Exhibitor in the Fair.
- 6.3 Should the application not be accepted, the applicant will be informed by letter and he deposit will be refunded, interest-free. The Exhibitor cannot claim for any compensation or damages from the Organizer. 6.4 The Organizer has the right to modify the participation terms and conditions as well as to modify a booth already allotted, nor shall this give the Exhibitor the right of compensation or damages of any kind. 6.5 The admission can be cancelled at any time, depending on the unquestionable decision of the Selection Committee in accordance with the Organizer.

#### Art. 7 – Space allotment

Booth space for the exhibition will be allotted by the Organizer and in consideration of the artworks to be exhibited. Any booth placement preference will be taken into account whenever possible but such a request may not bind or condition the application. The Organizer have the right to displace or reduce a booth already allotted, nor shall this give the Exhibitor the right of compensation or damages of any kind.





It is understood that the Exhibitor will be charged the amount equivalent to the allotted area. The amount due for the exhibiting space and possible extra costs are fixed in the Application Form.

#### Art. 8 – Value added tax

Exhibitors from abroad and extra EEC may apply VAT according to the relevant international rules.

#### Art. 9 - SIAE

The payment of rights for videos or other sound and video projections, if requested by SIAE (the Italian Institute for copyright protection), will be at Exhibitor's expenses. To complete the required documentation, all those concerned can apply directly to S.I.A.E. Torino-Lingotto, Via Cellini 25/E, 10126 - Torino (+39 011 6645885 fax +39 011 6645885 - torinolingotto@mandatarie.siae.it).

#### Art. 10 - Withdrawal

Any Exhibitor with proven, legitimate impossibility to participate, may withdraw from the contract and shall communicate his decision to the Organizer with registered letter at least 15 days prior to the exhibition opening date and/or prior to the selection date. In such a case the Organizer has the right to withhold the deposit. Should this notice be given after the 15th day prior to the exhibition opening date, and/or after the acceptance of the application by the Selection Committee, the Exhibitor shall be required to pay the full price and, in addition, the damages as per art. 28.

#### Art. 11 - Co-exhibitors

No Exhibitor may sublet the assigned booth either entirely or partially. A shared booth will be approved only on condition that all the applicants for the booth have already been accepted by the Organizer.

#### Art. 12 – Abandonment

The Exhibitor cannot abandon the assigned exhibition area during the fair. Should the Exhibitor abandon the assigned exhibition area for any reason, the Organizer shall have the right to take away any material and goods left by at Exhibitor's risk and expenses. The Exhibitor grants to the Organizer the right to retain such materials until all costs are paid by the Exhibitor, as well as the damages as per art. 28.

#### Art. 13 – Authenticity of art works

By signing the Application Form the Exhibitor guarantees that all the artworks exhibited are authentic and of legal provenience.

#### Art. 14 – Display of goods in the booth

Only Exhibitor's artworks and publications can be displayed in the assigned exhibiting area. The Exhibitor guarantees for the authenticity and origin as well as for the correspondence to the description of what is exhibited. The Organizer has the right to forbid the display of any object which, at unrestricted discretion of the Selection Committee, does not meet the requirements stated in Art. 13. Should the Exhibitor infringe the above, the Organizer may end the contract pursuant to art. 1456 of the Italian Civil Code and the Exhibitor shall pay the full price and the damages as per art. 28.





#### Art. 15 – Venue, postponement, reduction or cancellation of the Exhibition/Force Majeure

The Organizer has the right to change dates, opening hours, procedures, as well as to determine any other variation in the exhibition included the change of the venue. In the event of a case of Force Majeure the Organizer is entitled to postpone, reduce or even cancel theexhibition, without being required to pay any kind of compensations or damages; the Organizer shall give written notification and only the down-payment amounts will be refunded, interest-free. Should the event be cancelled or suspended before its natural end, for reasons not attributable to the Organizer, the Exhibitor shall not be entitled to claim any reimbursement or damages.

#### Art. 16 - Surveillance and cleaning

- 16.1 The Organizer shall provide 24 hours general surveillance service, including the days of the booth setting and dismantling.
- 16.2 The Organizer shall not be held responsible for materials and goods left unattended inside the exhibition area during the Fair's closing hours.
- 16.3 The Organizer although providing a 24 hours general surveillance service including the days of the booth setting and dismantling is exempted from whatever liability relating to thefts and / or damages that may be suffered by the Exhibitor.
- 16.4 The Organizer will never be bound to pay any kind of compensation to the Exhibitor. The Exhibitor shall attend personally to the assigned exhibition area during set up, opening hours and dismantling.
- 16.5 The Exhibitor shall control the assigned exhibition area from one hour before the opening of the Fair until the evening closing.
- 16.6 The Organizer reserves the right to ask the payment of damages as per art. 28, should the assigned exhibition area be unattended by qualified personnel or should the dismantling start before the scheduled hour.
- 16.7 The Organizer shall provide a cleaning service exclusively for the public area and after the end of the set-up a first cleaning of each space. The Exhibitor shall take care of the cleaning of the assigned exhibiting area for the rest of the duration of the fair.

#### Art. 17 – Insurance and exemption of Organizer from liability

- 17.1 The Organizer will subscribe with a leading insurance company a public liability insurance policy covering damages caused to third parties within the exhibition area.
- 17.2 Each Exhibitor, with regard to the goods and fittings brought into the Fair's exhibiting area, shall stipulate with a leading insurance company, at his own expenses, and taking upon himself any exemptions and exclusions agreed upon with the insurer, an insurance against all risks, including theft, burglary, breakage (as defined by the art. 624 of the Italian penal code) and damages, in any form and kind whatsoever, fire, leakage and water damage, vandalism, as well as the risks of transport to and from the Fair's grounds. The Exhibitor shall also stipulate an appropriate third parties liability insurance policy. All the insurance coverage stated above should be valid throughout the stay of the Exhibitor or of his properties inside the exhibition area, including the exhibition closing time and all the days required for setting and dismantling the booth. Such coverage shall include a declaration by the insurer specifically renouncing any





recourse or claim for compensation against the Organizer, the exhibition Centre or any individual or company entrusted by the same and against any third party which may be held liable thereof.

17.3 The Exhibitor will deposit a copy of his insurance policies at the offices of the Administrative Department, and must be ready to handle it whenever requested even during the Fair.

17.4 The Exhibitor shall be exclusively liable for any damages whatsoever caused by any means to third parties, including other Exhibitors, during the Fair. The Exhibitor will also be liable towards the Organizer for all direct and indirect damages which, for whatever reason, could be attributed to him or to the staff operating on his behalf, including damages caused by furnishing or systems installed either by the Exhibitor or by third parties engaged by him, even though they have been inspected by the Organizer.

17.5 By signing the Application Form, the Exhibitor guarantees he will grant a form releasing the Organization from any liability and renouncing any recourse or claim for compensation.

#### Art. 18 - Expositive spaces equipment and release

18.1 The Exhibition Management provides the Expositive Spaces with solid wooden panels painted in white, H 300 cm, 1 spotlight every 3 m, 1 front sign-board, 1 table, 2 chairs, 1 6A electric socket.

18.2 The Expositive Spaces are 18 or 36 mg modules.

18.3 The electrical connection and energy consumption costs are at the Organisers' own expense. The preparation of the expositive space will be allowed only from two days before the official Opening of the Fair, Monday, 30th October and Tuesday, 31st October, in hours to agree with the registrar' office of the Event. The preparation must be finalised within 12.00 on the Opening Day, Wednesday, 1st November 2017, so to enable the conduct of a preview dedicated to media.

18.4 The dismantling of the Expositive Space will start at 10.00 p.m. on the Fair's Closing Day and shall be strictly completed within 6.00 p.m. of the day after. For further details, please check the specific forms.

18.5 The Expositive Spaces must be handed back in the same condition as they were assigned, free from any material not of the Organiser's property. The reinsettlement fee for any damage to structures and/or equipment will be charged to the Exhibitor.

#### **Art. 19 – Temporary importation**

The temporary importation of goods and materials from foreign countries to be displayed during the Exhibition must be carried out – at the Exhibitor's expenses – through the Organizer's official forwarding agent, or through a forwarding agent chosen by the Exhibitor, in accordance with the procedures indicated in the Exhibitors' Manual. The forwarding agent shall be released from all liability towards the Exhibitor and the Organizer.

#### Art. 20 - Catalogue

- 20.1 A Fair's catalogue will be published on the occasion of the Fair. The compulsory catalogue entry will include for each Exhibitor the data and the list of artists exhibited.
- 20.2 The Catalogue Form must be sent within the date fixed on the Form.
- 20.3 The Exhibitor guarantees for the truthfulness of the information published in the catalogue, keeping the Organizer uninvolved with respect to any third party. The Organizer is not responsible for the





data supplied by the Exhibitor.

20.4 The Organizer and/or printers and/or third parties will not be held responsible for the result as well as for any mistake and/or omissions in the catalogue, except for willful misconduct or great negligence.

#### Art. 21 - Prohibitions

It is strictly forbidden:

- A) to advertise, in the booths, any non-exhibiting company dealing with goods relating to the exhibition;
- B) any kind of advertising or itinerant sale inside the exhibition area;
- C) any advertising, and the use, for whatever purpose, of loudspeakers and/or any other advertising sound device:
- D) to attract visitors to one's own booth by any means;
- E) to dismantle the booth before the day and the closing time fixed by the Organizer;
- F) to occupy the passages with any material or structure jutting out of the booth;
- G) the entrance of any animal in the booths.

#### Art. 22 – Reproduction rights

The Exhibitor shall not copy, measure, design, take pictures or reproduce any objects exhibited by others Exhibitors without their express authorization. The Exhibitor may not object to any graphic, photographic or video reproduction of the exhibition areas and of their content, not to the sale of such reproductions, if ordered or authorized by the Organizer.

#### Art. 23 – Advertisement

Advertisement inside the Exhibition Area, in any form, is reserved exclusively to the Organizer or to persons authorized by the same. Any form of advertising as specified in Art. 21 is forbidden. It is also forbidden to perform any activity outside the Exhibition Area that may create troubles or may damage the Organizer or the Fair, such as interviews, requests of subscriptions, etc. Should the Exhibitor infringe the above, the Organizer may end the contract pursuant to art. 1456 of the Italian Civil Code and the Exhibitor shall pay the liquidated damages of art. 28.

#### Art. 24 - Privacy Consent D.L. n. 196/2003

The data supplied by the Exhibitor in the Application Form will be treated according to the provisions indicated in the Italian Law Degree. n. 196/2003. The Exhibitor agrees that all the information contained in the Application Form can be used for administrative (invoicing), statistical (in anonymous way) and promotional purposes (catalogue).

#### Art. 25 – Integrative provisions

The Organizer reserves to himself the right of issuing, with immediate compulsory effect, further norms and regulations for the regular course of the Exhibition, provided the prior written warning. By signing the Application Form the Exhibitor binds himself to observe all further norms issued by the Organizer.





#### Art. 26 - Technical provisions

The Exhibitor binds himself to take notice and comply with the Technical Provisions concerning equipment, fire regulations and electrical apparatus. Should the Exhibitor not be already in possession of such regulations, it is up to him to request them to the Organizer as soon as possible. Should any of such provisions be infringed by the Exhibitor, the Organizer shall have the right to terminate the contract pursuant to art. 1456 of the Italian Civil Code and in such event the Exhibitor shall pay the full price and the liquidated damages as per art. 28.

#### Art. 27 - Provisions and regulations

The Exhibitor shall comply with all law provisions and applicable regulations, such as provisions regulating copyright, S.I.A.E. rules and norms, public security, fire accidents, health and accidents on working places, industrial safety, in particular as per DL. 626/94 and as later changed and integrated. Any violation of any laws and regulations shall entitle the Organizer to terminate the contract pursuant to art. 1456 of the Italian Civil Code and in such event the Exhibitor shall pay the full price and the liquidated damages as per art. 28.

#### Art. 28 – Liquidated damages – Termination pursuant to Art. 1456 of the Italian Civil Code.

The violation of any of the clauses stated in the General Conditions of Participation may cause the immediate exclusion of the transgressor, without giving him the right to any reimbursement or indemnity by the Organizer and it is understood that the Organizer will be entitled to the whole booth rent fee and any further compensation for the damage. Should the Exhibitor infringe any of the obligations as stated in Art. 5 (Terms of Payment), 10 (Withdrawal), 12 (Abandonment), 14 (Display and Replacement of Goods in the Booth), 16 (Surveillance and Cleaning), 23 (Advertisement), 26 (Technical Provisions), 27 (Provisions and Regulations), he shall pay to the Organizer the amount of Euro 5.000,00 as liquidated damages. In any case the Organizer shall have the right to claim damages exceeding the amount of liquidated damages. Whenever in this contract a termination right is granted to the Organizer pursuant to art. 1456 of the Italian Civil Code, the contract may be terminated by the Organizer by means of a simple notice. Should a termination be decided by the Organizer during the Fair, the Exhibitor shall be bound to immediately stop any business and exhibition in the assigned booth and shall remove any goods, things and equipment according to times specified by the Organizer. The Exhibitor waives hereby any possible objection, being any defense postponed to a possible trial before the court having jurisdiction.

#### Art. 29 – Provisional execution

Should a dispute arise between the Organizer and any Exhibitor, the Organizer will be entitled to begin the provisional execution of his measures.

#### Art. 30 – Joint and several obligations

The Exhibitor undertakes full obligation towards the Organizer.

#### Art. 31 – Partial invalidity

The invalidity of any article of the present Regulations and General Conditions or of any part of such articles will not determine the invalidity of the remaining articles or of the remaining parts of the articles.





#### Art. 32 – Prevalent language

Since the present Regulations and General Conditions are written in other languages in addition to Italian, in case of discordance, the Italian version will prevail.

#### Art. 33 – Competent Court

The Exhibitor accepts Italian jurisdiction and no other and acknowledges as competent the Law Court of Torino. Relations between the Organizer, the Exhibitor and any third party are governed exclusively by Italian law.

#### **RIEPILOGO**

Application Deadline	15th September 2017 (early bird 30th July 2017)
Payment/Down Payment (€ 500,00)	15th September 2017 (early bird 30th July 2017)
First Instalment (€ 500,00)	Within 15th October 2017
Balance Payment	Within 1st November 2017
Preparation of the Expositive Space	30th/31st October 2017 _ 9.00 a.m 6.00 p.m.
	1st November 2017 _ 9.00 a.m 12.00 p.m.
Opening	1st November _ 3.00 p.m.
Opening Timetable of the Event	1st November _ 3.00 p.m. 2nd/3rd November 2017 _ 3.00 p.m 12.00 a.m.
	2nd/3rd November 2017 _ 3.00 p.m 12.00 a.m.
	2nd/3rd November 2017 _ 3.00 p.m 12.00 a.m. 4th November 2017 _ 12.00 p.m 12.00 a.m.

DATE	COMPANY STAMP AND SIGNATURE OF THE AUTHORIZED REPRESENTATIVE

