

# TERMS AND CONDITIONS FOR THE USE OF EXHIBITION SPACES OF ALLIANCE FRANÇAISE DE DHAKA (AFD)

(Please note that this agreement is not automatic, AFD *must* agree first to host any exhibition before anything is planned. AFD organizes a group exhibition once a year as described below.)

## LA GALERIE (SOLO/GROUP EXHIBITION)

- AFD will charge BDT 35,000/- for two weeks *if agreed* to host an exhibition in La Galerie.
- The total amount of the sales is entirely rendered to the artist(s).
- AFD will print and send the invitation cards.
- AFD will print a digital banner for the exhibition.
- The catalogue (if any) is artist's/group's responsibility to procure.
- AFD will bear the cost of snacks and refreshments served during the opening.

## GALERIE ZOOM

- If AFD agrees to host a solo exhibition in the Galerie Zoom, it is free of charge.
- All the exhibitions in this gallery will be for two weeks.
- 80% of the total amount of the sales is rendered to the artist. The rest 20% is left for AFD.
- The artist will print all the invitation cards.
- AFD will take care of sending the invitation cards.
- The catalogue (if any) is artist's responsibility to procure.
- The banner (if any) is artist's responsibility to procure and the banner needs to be digital.



# GENERAL TERMS AND CONDITIONS

1. Alliance Française de Dhaka will provide La Galerie to exhibit from Monday to Thursday from 3:00pm to 9:00pm, Friday and Saturday from 10:00am to 12:00pm and 5:00pm to 8:00pm. On Sunday, La Galerie is closed.
2. The name and the logo of AFD must appear clearly on all communication material printed for the exhibition.
3. All printed materials will need approval from AFD.
4. All the works have to be displayed with adequate framing/accessories. If specific accessories are needed, AFD has to be informed one month in advance.
5. Maximum 35 pieces and 20 pieces can be displayed in La Galerie and Galerie Zoom respectively.
6. AFD will bear the cost of snacks and refreshments offered during the opening ceremony for a maximum 60 persons for La Galerie and 30 persons for the Galerie Zoom. The artist has to pay any extra cost if s/he requests for more.
7. No more than two guests will be allowed to deliver speech (animator, if any, and artist not included).
8. Exhibition may be postponed or brought forward depending on the schedule of the galleries. Artist will be informed at least one month before any change of schedule.
9. The technical Officer should be contacted one week before the opening of the exhibition to arrange display of paintings. Failing to have the exact arrangement of exhibition in due time may force the AFD to cancel the exhibition without any prejudice from its part and without refunding the artist.
10. Artworks are to be hanged/arranged only by the staff of AFD under the supervision of the artist.
11. List of pieces to be displayed with their prices have to be given to the Programme Officer at least one week before the opening ceremony. Failing to provide this list in due time may force the AFD to cancel the exhibition without any prejudice from its part and without refunding the artist.
12. The artist must remove all the artworks from the gallery just on the next day of the end of the exhibition.
13. Entry of each spectator is under consideration of AFD.

