

## Terms and Conditions

### 1. GENERAL

- art:Gwangju:19 is the essential business hosted by Gwangju Metropolitan City and organized by art:Gwangju:19 Executive Office ("Organizer"), The Federation of Artistic & Cultural Organization of Gwangju and the following terms and conditions set forth on this document are applied to all Exhibitors of art Gwangju 19.
- The Organizer and the participating gallery ("Exhibitor") have the following contents as the terms of agreement and by submitting the application, the Exhibitors agree to be bound by the following Terms and Conditions.
- The Organizer reserves the right to, at any time, change or issue other rules and regulations of the participation for a successful and effective operation of the fair and demand that the Exhibitor accepts the changed Terms and Conditions.
- The Exhibitor must guarantee that all information in his/her application is accurate and that all works submitted for exhibition are authentic. The Organizer is not responsible for the authenticity.

### 2. ANOUNCEMENT OF ADMISSION

- For fair and balanced evaluation, the Organizer operates the Selection Board. The Selection board shall be the sole judge of all applications and may accept or reject applications in its sole discretion.
- The Organizer has the right to require complete details of a proposed exhibit, and reserves the right to require the Exhibitors to revise the display of the artworks that are not held a preliminary consultation with the Organizer.
- The Organizer reserves the right to cancel any application that is accepted on the basis of false information or if the Exhibitor fails to comply with the Conditions of Participation.
- In case of the removal of such objects infringing Terms and Conditions, it will be at the expense of the Exhibitor.
- The admission decision will be announced to individual applicant via email and the website and the Organizer is not responsible for any disadvantages caused by an applicant's failure to confirm the notification.
- The Organizer is not required to open the decision report to any gallery or organization, and the applicant can only raise objections to the decision through official written document if necessary.

### 3. ALLOCATION OF BOOTHS

- One booth is provided and the location is allocated after assigned.
- The Exhibitors cannot change its booth location after assigned.
- Inevitable case calls for hall equipment such as the fire hydrant, columns, or walls, etc to be located in and outside of the booth
- For additional lights, the Exhibitor needs to submit the application in advance and pay an additional charge.
- The Organizer reserves the right to rearrange the layout of unoccupied areas, halls, and aisles, and to alter entrances and exits to and from the exhibition space.
- The Organizer reserves the right to rearrange the booth type and the location.
- The approval of participation for art:Gwangju:19 can be cancelled if the Exhibitor rejects the decision of Organizer.

### 4. USE OF BOOTHS

- The Exhibitors are not allowed to display advertisement of any type with in and around the booth, other than the art works that appear on the application.
- The use of spaces that go beyond (horizontally and vertically) the boundary of provided booth is only available with the Organizer's prior approval.
- The change of artworks is possible only before and after the show hours.
- The displaying of artworks should be maintained until the end of the exhibition.
- The booth must be staffed throughout show hours and open and close as scheduled.
- The Organizer does not provide any caption or description pieces for artworks except for the gallery signboard.

### 5. INFORMATION ON DISPLAYED ART WORK

- Information on displayed works, including captions and the list of artworks, must be provided for visitors correctly. (caption, works list, price, etc)
- For future evaluations and reports, the Organizer will require sales reports.
- Upon requests, the Exhibitors must provide such information.
- If not inform to the Organizer or inform false information, a penalty will be applied.
- For reports to art bank and the government art bank, the Organizer will require the works' information including price before opening art:gwangju:19.
- Upon requests, the Exhibitors must provide such information.

## 6. CATALOG ENTRY INFORMATION

- All Exhibitors will receive two complimentary pages in the fair catalog. Completed Catalog Entry Form and high-quality image (300dpi) in JPG file must be submitted by Webhard before **Jul 26(Fri), 2019**.
- The images for catalog should be strictly those of art works to be displayed and will be limited to maximum 3 pictures for each gallery.
- The Organizer holds the sole right to design and edit the catalog layout.
- For art:gwangju:19 promotion and advertisement, the Organizer reserves the right to use images of art works to be submitted for catalog.
- Certain numbers of catalog will be distributed in accordance with the regulations of the Organizer and extra ones may be purchased with 50% of its original price.

## 7. STORAGE

- The Exhibitors are not provided storage for art works in the show areas but for wrapping materials at designated place.
- The Organizer is not responsible for any loss or damages of the wrapping materials.

## 8. ENTRANCE

- Entrance to the exhibition hall is allowed for those only with tickets, invitation cards, VIP cards or Exhibitors pass.
- Certain numbers of tickets, invitation cards, VIP cards or Exhibitors pass will be given to the Exhibitors prior to the fair.
- The Exhibitor can purchase extra admission tickets with 50% of its original price. Unauthorized personnel, neither the Exhibitors nor the staff members, are available to enter the Exhibition with admission tickets.

## 9. EXHIBITOR PASSES

- The pass will be issued strictly for representatives and staffed members of participating galleries, and must not be transferred to others.
- All Exhibitors must possess the pass at all times including installation, dismantling and public hours.
- The pass should be highly visible to security agents
- The exhibitors can bring the art works into the exhibition hall through exhibitors' lines with the pass.
- Temporary passes will be issued from the service point for artists who need access to the halls for installation or dismantling.
- Temporary passes must be returned when the work force leaves the exhibition site.
- One parking pass will be issued for each booth and VIP card holder.

## 10. INSURANCE AND EXEMPTION FROM LIABILITY

- Each Exhibitor must obtain insurance coverage for damage or loss of any article at the show due to fire, theft, burglary, break-age, leakage and water damage, natural disasters, facility-related accidents, artwork dropping off the wall, risks of transport to and from the show grounds, or any items of exhibitor on the Exhibition premises at any time.
- The Organizer is not responsible for either direct or indirect loss or damage during the fair participation.

## 11. SECURITY

- Security service for the show areas and premises will be provided 24 hours a day by uniformed guards from the start of installation through the end of dismantling.
- To ensure security, nothing will be allowed to be removed from the show premises unless accompanied by a merchandise or security pass from the beginning of the installation until the end of dismantling.
- The Organizer is not responsible for any loss or damage of the exhibiting artworks.

## 12. ELECTRICAL SERVICES

- The Organizer will seek to provide common area lighting and air-conditioning, but is not responsible for any loss or damage caused by blackout or any other accidents.
- No Exhibitor is allowed to install his/her own power connections. Fire, safety and security regulations must be adhered to.
- If Exhibitors are required to use electricity for media arts, the estimated amount needed (for entire duration of the fair) must be reported to the Organizer with the booth design submission.

## 13. INSPECTORS

- The Organizer runs Inspectors during art:gwangju:19 period.
- Inspectors review exhibitors' following on Terms and Conditions during the installation and exhibitions, and required to submit reports to the Organizer.
- If the Exhibitors were called out by Inspectors for any misconduct during installation and exhibition, the Organizer reports to the Exhibitors and the Exhibitors must change the situation immediately. If not changed, a penalty will be applied to the Exhibitors.

## 14. OTHER CONDITIONS

- The Organizer holds the right, under extraordinary conditions, to postpone, reschedule, shorten, extend, or change the exhibition without liability or obligation to the Exhibitor.
- The Organizer reserves the right to expel any Exhibitor who violates the rules stated herein.
- These Terms and Conditions of participation are the final and exclusive agreement between the Organizer and the Exhibitor and shall be governed by the laws of Republic of Korea. Jurisdiction for any legal proceedings related to the art:gwangju:19 will be held solely in Gwangju district Court under the laws of the Republic of Korea.
- The Organizer is not responsible for any problems without the official transport company of art:gwangju:19.

## Exhibitor Confirmation on art:gwangju:19 Terms and Conditions

I, the undersigned, confirm to have read through  
the Terms and Conditions of art:gwangju:19  
and will follow the rules set by the Organizer without any objections.  
I will accept responsibility, if I don't follow the rules.

2019. .

**Gallery :**

**Director :**

(signature)

Please carefully read "Terms and Conditions" and submit completed materials to [artgj19@naver.com](mailto:artgj19@naver.com) by **July 26(Fri), 2019.**