



UVVNT'23
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ART FAIR
23-26 FEB

PARTICIPATION APPLICATION

To submit your application for participation in UVNT 2023 you will need to submit the following documents:

- Completed application form (pages 4-5 of this dossier).
- Proof of payment of the registration fee of 150€.
(non-refundable)

Once your participation has been accepted, you must submit the following documents:

- Description of the exhibition project for UVNT 2023
- A minimum of 6 high resolution images of each artist's work in JPG format (2mb minimum).
- The images must be renamed with the following format
Gallery_Artist_Title_Size_Year.jpg
- Images of gallery space.

Please send all these documents by email to:

**Sara Coriat
Exhibitor Relations
Sara@uvnt-art.com**

CONDITIONS AND RATES

The stand rental price includes:

- 3 white walls, basic lighting and sockets (allocated according to m2).
- Signage with standardised lettering

- Wifi
- Cleaning of corridors and common areas
- Profile on the UVNT 2023 website
- Exhibitor passes
- Opening tickets (limited)
- Tickets for the general public (limited)
- Inclusion in the social media campaign

The stand rental price does not include:

Telephone connection, additional light/energy points, stand furniture, insurance, additional and/or external walls, modifications to the stand or extra elements, parking for exhibitors, bank charges or customs fees, storage and/or transport of works before or after the Fair. The final size may vary according to the design and space available for the Fair. The final price will be charged at 300 / square metre. Sizes are approximate.

PAYMENTS

First payment of 50 % before 31 October 2022

Second payment of the remaining 50 % and the costs of any requested extras of the stand before 19 December 2022

Bank details

Name of the company: Urvanity Art S.L.U
Name of bank: Caixabank
Account number: 2100 4215 0022 0012 6954
IBAN: ES49 2100 4215 0022 0012 6954
SWIFT/BIC: CAIXESBBXXX
Concept of payment: "Name of the Gallery".

Important dates

30 September 2022	Deadline for applications
10 October 2022	Notification of acceptance
31 October 2022	First instalment of 50% payment
07 November 2022	Exhibitor's manual sent to the galleries (<u>Only after the payment of the first 50%</u>); plans with specific indications, stand design and application manual for stand extras
14 November 2022	Deadlines to send all the communication materials. (For press and website)
19 December 2022	Deadline to send the stand design, requested stand extras.
19 December 2022	Second payment of the remaining 50 % and the costs of any extras requested for the stand.
21 and 22 February 2023	Reception of Artworks
22 and 23 February 2023	Stand set-up (Wednesday 22: 16h - 22h; Thursday 23: 8h - 10h)
23 February 2023	Preview y Opening
24-26 February 2023	General opening of the fair
26-27 February 2023	Dismantling of the stands, collection of works of art and materials (Sunday 26th: 19h - 22h; Monday 27th: 8h - 14h)

Application form

Gallery Name

Established in

Specialising in

Website

Contact person (Name, email and phone number)

Fiscal data (billing information)

Fiscal name

VAT

Fiscal address

ZIP code

Country

Stand reservation

General programme 300€ m² + vat

20 square metres = 6.000€

40 square metres = 12.000€

25 square metres = 7.500€

More than 40 square metres

30 square metres = 9.000€

Proposed Artists (Maximum 3 except stands of 40m² or more)

*The square metres will be approximate and will be located in a stand with the closest possible measurements.

Young Gallery programme

23m² booth = 6.900€ - 50% = 3.450€ + vat

This Application/Contract, when countersigned by both parties, becomes a binding agreement in relation to participation in the Exhibition known as UVNT 2023. In order to be considered, this Application must be signed and, together with proof of deposit, must be returned to UVNT art fair via email to Sara@uvnt-art.com. The exhibition is scheduled to take place at COAM, Calle Hortaleza 63, 28004 Madrid, during the dates 23-26 February 2023. By signing this document, I declare that I agree and accept the Terms and Conditions of UVNT 2023 (pages 6-10 of this dossier).

Exhibitor signature

UVNT signature



Terms and conditions of participation in UVNT 2022

UVNT 2023 | Presence as an exhibitor at UVNT 23 will be limited to galleries and publishers of Contemporary Art, as well as public and private institutions dedicated to contemporary art. The exhibition of works that are not considered contemporary art is an exception that can be considered in specific cases by UVNT art fair. The Organization also plans to dedicate space to publications, both print and online.

Each candidate must fill out, sign and seal their Exhibitor Application Form, and include:

A- Information about the activities, exhibitions and publications that the gallery, publisher or institution (whether museum, foundation, or public) has carried out.

B- Images of the work of the artist/artists to be presented. If the exact work to be presented at The Fair, due to its being in the process of creation when this information is submitted, the candidate may submit documentation of other relevant work by the artist from the last two years. A deadline will be set for each call

ALLOCATION OF STANDS | UVNT will allocate the stands, provided that the candidate has met all the requirements, reserving the right to consider appropriate exceptions. The criteria for the allocation of the stand is based primarily on:

a) The category of the work proposed in the Exhibitor Application Form.

b) The quality and appropriateness of the project as a whole.

The Organization of UVNT art fair, SLU will inspect the stands in order to control:

a) The authenticity and quality of the work exhibited.

b) Provision and presentation of the stand avoiding excessive accumulation of work in each. The Organization may order the withdrawal of the work that does not correspond to these criteria.

Application Forms must be formalized through the official model, according to the guidelines and payment terms contained in the corresponding rate of each call, and attaching when specified the corresponding payment documents. The Organization shall send written acceptance to exhibitor, as well as the provisional allocation of spaces. The conformity of the Exhibitors will be expressed by paying successive amounts stipulated in the official rates section within the specified dates

PAYMENT CONDITIONS | The final allocation of space will be communicated to the Exhibitor once all payments have been made. The spaces allocated may be altered by UVNT art fair Fair SLU due to technical reasons and/or criteria related to distribution or security.

Should the Exhibitor choose to tacitly or expressly waive his participation, he may not recover payments made previously. If his resignation were to take place within forty-five days of the start of the Fair, he/she may be required to make full payment of their space, even though it may later be used by another company. The amounts paid include the following items and represent, in all cases:

- The right to use the allocated space during the days of assembly, celebration and dismantling of the exhibition.
- Exhibitor passes.
- Profile in the official catalog.
- Profile on the official website and presence in the social media campaign.
- Invitations (General Access).
- Liability insurance.

Terms and conditions of participation in UVNT 2022

Stand according to the following characteristics:

- Back white wall, two side white walls.
- Main electrical connection and WIFI.
- Lighting 50 W. The number of spotlights assigned will be 5 for 18m², 6 for 21m², 7 for 25m², 8 for 28m², 9 for 35m² and 10 for 40m².
- Standard signage with a maximum of 20 letters

The amount corresponding to the fees for participation in the Fair will be posted on the official rates of each call. Any additional element or modification of the stand requested by the exhibitor will be charged additionally according to the stipulated rates. The settlement of the amounts will be indispensable to authorize entry of all works, materials and objects.

PENALTIES FOR NONCOMPLIANCE | Payments not made within the time stipulated in the Exhibitor Application Form will be charged with an interest of 5%.

In the event that an exhibitor fails to make the payments for the hiring of space, as stated in the Application Form or breaches any of the terms or conditions contained in this Agreement (or any other additional related document), the Exhibitor is in arrears as regards to the terms of this contract and UVNT art fair, SLU shall be entitled to receive 120% of all charges for liquidated damages caused. The Exhibitor acknowledges that the 20% additional estimate is reasonably related to the loss of anticipated revenues to UVNT art fair, SLU towards the sale of labor and services. UVNT art fair, SLU will therefore have the right to keep the deposit and all remaining monies paid by the Exhibitor, according to the terms of this contract.

UVNT art fair, SLU reserves other resources in the case of other breaches by the Exhibitor.

DUTIES AND RESPONSIBILITIES OF THE EXHIBITOR | In no case may the Exhibitor demand responsibility from UVNT art fair, SLU for loss, damage or injury of any kind caused to the material, personnel and objects found in the stand, for whatever reason. In relation to vehicles parked in the enabled parking spaces, the Exhibitors of UVNT art fair know and accept that neither LASEDE COAM nor the Organization have any responsibility for the monitoring of such vehicles, nor the integrity or wellbeing of the goods or persons inside. Consequently, none of the aforementioned entities will be responsible for theft, damage or any accidents that might be made by third parties. The Exhibitor is advised to take out an insurance policy to cover any contingency that may happen before, during and after the show to any persons, goods and objects that are deposited at the stand, given that the Organization of the event, according to the legislation regarding fair activities, has only signed a General Liability Insurance Policy. Therefore, it will be exonerated from any liability should such contingencies occur. The Exhibitor may not claim any quantity from the Organization in this regard. It is clear that the Exhibitor may hire his/her own policy with the insurance company he/she deems appropriate. The Organization will not be responsible in any case for the legal consequences arising from the possession or use of illegal products. The Organization reserves the right to withdraw from the stands any ornamental or decorative elements of promotion, communication or advertising that, in their opinion, may be inappropriate (for example: unsightly, smelly, noisy, etc) since policy aims for each stand to keep as appealing and attractive an aesthetic as possible. Therefore, the Organization shall ensure that it complies with the provisions of previous section and to this end adopt any measures it deems appropriate. The Exhibitor must provide the graphic and written information necessary for inclusion in the official UVNT art fair Online Platform.

Installation, Exhibition, Visits and Dismantling

OCCUPATION AND SERVICES | The Organization shall in no event be liable for any errors, omissions, poor construction or poor provision of any of the requested services nor omissions, errors in production, composition or any others that may occur in the preparation of the website or graphic material. The expenses incurred by the consumption of additional electricity or other unforeseen concepts will be paid during the celebration of the Fair. Full payment of the expenses incurred by each Exhibitor is an indispensable condition in order for he/she to remove the works, equipment, furniture, objects and installations from the stand, renouncing expressly the rights that could apply for this temporary storage until the overdue payments are satisfied.

INSTALLATION | UVNT art fair. has specific construction standards. Therefore the Exhibitor undertakes to respect them, with express acceptance thereof and of additional instructions requested by management and technical services, as well as those that may arise from LASEDE COAM management. The installation schedule will be carried out during the days and times indicated by the Organization. Outside these days and times delivery and access will not be possible. Official Exhibitor badges will serve as the only accepted document for stand staff to access the Fair site during periods of assembly, exhibition and dismantling, under the responsibility of the issuing Exhibitor. UVNT art fair, SLU will provide lighting in all common spaces, but shall not be liable for any loss or damage that may occur if service fails or is interrupted. Exhibitors are not allowed to install their own power connections. They must also comply with all regulations concerning fire, safety and hygiene.

The maximum authorized height in the stand perimeter is 3 meters. The use of spraypaint is prohibited on any object in the pavilions for hygienic reasons. For safety reasons, all materials deposited by each Exhibitor at his/her stand must be properly fireproofed. It is strictly forbidden to paint, label, puncture or nail the walls or floors of the pavilions, except if it is authorized by the Organization. Affixing carpets with glue is prohibited. The repair of any damage caused by the Exhibitor on the premises, columns, walls, windows, floors, etc., of the Venue will always be his/ her responsibility. During installation, instructions of technical services must be respected. Materials shall not be installed in the halls so as to obstruct the pass of other Exhibitors. Packaging and all waste material must be removed by Exhibitors prior to 10 AM on Thursday, May 27th. Any packaging materials abandoned after that time will be removed and destroyed by the technical services, at cost to the Exhibitor. The location and access of power outlets and access to fire prevention materials such as hoses, extinguishers, alarms, etc., even if they are located in areas included in the contract, will be respected, as well as access to service areas and emergency exits.

EXPOSITION | UVNT art fair. will be responsible for maintaining the public areas of the exhibition space clean. Each Exhibitor must take care of the maintenance of their stand, which must be maintained in the state in which it was delivered, being understood that reasonable wear and tear may occur as a result of its use.

Exhibitors who present bodies of work that differ from the focus of the Fair, its location and the artistic proposal in the Exhibitor Application Form will lose their right to the allocated spaces, allowing the Organization the right to retain the amount of the sums paid as well as the possibility of offering said space to other companies, even if the amount of space allocated has been paid in full, without claim to any compensation. In order to request any service not previously specified, it must be made in writing to the Organization, who will resolve it according to the possibilities. The public visiting hours will be announced promptly to the Exhibitors and via the media. Access will only be allowed through the display of the corresponding badge or invitation. Staff with an official Exhibitor badge can access the site as of half an hour before the scheduled opening to the public and must leave the stand no later than fifteen minutes after the daily closing time. The issue and resulting consequences of this badge will be the responsibility of the Exhibitor. The prior expressed authorization of the Organization will be required to occupy collective spaces, as well as to assign or sublet the rented space or part of it.

The works of art exhibited must remain in the spaces of the Exhibitors during the Fair. Sold works must be registered to the staff of the Organization at the exit of the fair. During the first day of installation the Exhibitor will receive along with the rest of their accreditation documents the instructions to authorize the "Exit of Work". It will be necessary to make the "Exit of Work" registration, duly completed, so that the client can leave the fair with the acquired work.

Terms and conditions of participation in UVNT 2022

It is prohibited to store or exhibit hazardous, flammable, explosive, noisy, or unhealthy materials which give o unpleasant odors or that might disturb other exhibitors or visitors. Audio content may not exceed 60 decibels. Audiovisuals, flashes and television circuits shall be authorized within the booth/space itself, provided that the viewer must remain within it. In no case shall they be located on the edge of the booths/spaces in front of the halls, facing the outside. Only upon individual permission from the Organization may materials and objects be introduced during the celebration of the Fair, exclusively during the times described in the authorization. Exhibitors may, if desired, shut down their stands on a nightly basis.

The distribution of samples, brochures, leaflets and all kinds of printed matter will be held within the space of each Exhibitor and are subject to the general rules of the Fair. Publicity may not be of an ideological nor political nor vindictive character nor alien to the character/function of each stand. The Organization reserves the right to choose a sponsor, and communicate it by the means it considers appropriate.

DISMANTLING | Dismantling and removal of works, materials and objects in each space will be made within the time schedule indicated by the Organization. The works, materials and objects that are not withdrawn within that period will be considered abandoned. The technical services shall proceed to their destruction, applying the corresponding rates to the Exhibitor.

Final provisions

FIRST | UVNT art fair. may reject the Exhibitor, closing its space, based on:

- Failure of any of the general rules.
- Presentation of an artistic program other than that reflected in the Exhibitor Application Form.
- Presentation of fake works or of dubious origin.
- Presentation of works that do not meet the quality conditions required by UVNT art fair, SLU.

SECOND | If due to force majeure the Fair cannot be held, the Exhibitor will be entitled to a refund of the amounts paid - except for the registration fee, considered as administrative expenses -, with no option to any kind of compensation.

THIRD | UVNT art fair. reserves the right to retract, reduce or extend the duration, or change the venue and timing of the Fair, without implying the return or refund of the amounts paid nor any liability or obligation to the Exhibitor. By means of this contract, the responsibility of UVNT art fair, SLU in case of default of their duties shall be limited to reimbursement of deposits and fees paid by the Exhibitor for the stand. In case of failure on behalf of the Organization of any terms in this contract, such failure shall not imply any rights to compensation for the Exhibitor.

FOURTH | In case of any discrepancies or conflicts between the Exhibitors and the Organization of UVNT art fair, SLU the Spanish version of these Internal Rules and Regulations will prevail over any other. Any dispute or disagreement in connection with the celebration of UVNT art fair will be solved, first of all, by a settlement agreement by the parties and ultimately by the competent courts of the city of Madrid, expressly waiving any other jurisdiction that may apply.

FIFTH | All Exhibitors, by presenting their Exhibitor Application Form to UVNT art fair, SLU, accept these Internal Regulations in which they declare to know and accept the supplementary rules and regulations of the Organization, safety regulations and quality control, as well as orders that may arise from the staff of the COAM.

SIXTH | All conditions set out in both these Internal Rules and Regulations and Exhibitor Application Form, that the Exhibitor expressly acknowledges and accepts, remain valid and binding as long as the COAM does not make any decision involving modifications of the content therein, which would be communicated to the Exhibitor timely and expressly.