

**GUSTAVO BACARISAS EXHIBITION GALLERIES
APPLICATION FOR HIRE**

NAME OF APPLICANT/HIRER:

ENTITY (IF APPLICABLE)

ADDRESS:

DAYTIME TEL:

DATE(S) REQUIRED:

PURPOSE OF HIRE:

ACTUAL DATES OF EXHIBITION: FROM _____ TO _____

EXHIBITION OPENING TIMES: WEEKDAYS: _____ SATURDAYS: _____

CONDITIONS OF HIRE

1. For exhibitions where no material being exhibited will be sold, a hire fee of £100 per week will be applicable.
2. A deposit of £100 is payable at the time the booking is confirmed by Gibraltar Cultural Services. This deposit will be refunded, after the event, only if it is established to the satisfaction of Gibraltar Cultural Services that no damage or loss whatsoever has been caused and that everything has been left in a proper, clean and tidy condition.
3. Where any material exhibited is sold, a payment equivalent to 20% of the purchase price is payable to Gibraltar Cultural Services in respect of each and every sale. The hirer is responsible for ensuring due payment is made to Gibraltar Cultural Services promptly upon termination of the hire period.
4. Commercial use of the Galleries is subject to application approval by Gibraltar Cultural Services. Fees may be applicable at the discretion of Gibraltar Cultural Services.
5. The Galleries may be used between 9am and 7pm on weekdays and 9am and 2pm on Saturdays (this specifically excludes public holidays as published by the Government of Gibraltar).
6. Permission to use the Galleries outside the times stipulated in paragraph 2 above must be obtained from Gibraltar Commercial Property Company Ltd, c/o Land Property Services Ltd., Suite 6B Leanse Place, 50 Town Range, Gibraltar. Use of the Galleries outside the stated hours may attract charges as set down by Land Property Services Ltd. Proof of permission(s) granted must be forwarded to Gibraltar Cultural Services in good time prior to the opening of the exhibition.
7. If any activity or display within the Exhibition Galleries is subject to copyright, it will be solely the responsibility of the hirer to ensure that the copyright holder's permission is obtained. Proof of payment of fees due to the Performing Rights Society, or any other entity, must be produced at the time of collecting the keys and at any other time which may be demanded by the Chief Executive Officer.
8. A printed copy of the list of exhibits on sale, detailing artist's name, contact address and telephone number, title of artwork (if any) and selling price in sterling must be produced to Gibraltar Cultural Services at least two working days prior to the opening of the Exhibition.

