

Exhibitor Contract

CONTACT/CURATOR: Francisco Lacerda info@usia.co.uk

ORGANIZER / ENTITY: FRANCISCO - USIA

EVENT: Light, Form and Color

THEME: Light, Form and Color

EVENT DATES: 12th September 2026

DELIVERY AND PICK UP DATES: ND

CITY: Lisbon

COUNTRY: Portugal

PARTNER / ADDRESS OF EXHIBITION: The Ajuda National Palace - Royal Treasure Museum. Palácio Nacional da Ajuda, Calçada da Ajuda, 1300-012 Lisboa

ADDRESS OF DELIVERY OF WORKS: The Ajuda National Palace - Royal Treasure Museum. Palácio Nacional da Ajuda, Calçada da Ajuda, 1300-012 Lisboa

ADDRESS OF PICK OF WORKS: The Ajuda National Palace - Royal Treasure Museum. Palácio Nacional da Ajuda, Calçada da Ajuda, 1300-012 Lisboa

PHONE CONTACT: +351 96 375 98 85

NAME:

ARTISTIC NAME:

FISCAL ADDRESS:

PHONE:

EMAIL:

PARTICIPATION FEE:

OBJECT OF THE CONTRACT: 1.1 The Artist agrees to have the possibility of exhibiting his works of art in a temporary exhibition organized by the Entity. 1.2 The Entity and Partner will be responsible for providing and organizing the necessary space for the exhibition, as well as all the infrastructure necessary for the assembly and disassembly of the works. 1.3 Temporary exhibition organized by the Entity and Partner, will take place in the dates above "Event dates". 1.4 The theme of the exhibition will be the one that it is above described as "Theme".

ARTIST'S RESPONSIBILITIES: 2.1 The Artist agrees to deliver the works in conditions suitable for exhibition. 2.2 The Artist is responsible for any damage caused to the works during transport, delivery, exhibition and pick up. 2.3 The Artist is entitled to a space on the wall paid by the participation fee. 2.4 Participation fee is paid in the deadline periods, with first payment as soon the contract it is signed. We have the right to charge an extra fee of 30 EUR for each day of missing payment. 2.5 Only after artist work and cv it is approved by our team, artist can proceed with payment fees. 2.6 The payment fee it is non refundable in any form of cash or bank transfer, but only in a form of credit voucher that can be spend in a future exhibitions organized by the Entity, when conditions apply. The artist can cancel any time his participation with the right to receive 50% of the payment made in a form of credit voucher that can be spend in a future exhibitions organized by the Entity, when conditions apply. 2.7 The Artist has the right to sell the works using labels with information about the works made by the Entity. 2.8 The artist must pay attention to the quality and quantity of the works intends to exhibit, in coordination with the Entity and the Partner, so that it remains museologically acceptable. 2.9 The Artist has the right to remove the works, when it is sold, as soon as the exhibition ends. 2.10 The artist has to send the images of work in high resolution, with name, dimension, date, material, technique and price with local taxes. 2.11 For each recommendation, when eligible, the artist who invites another artist receives 20% refund in a form of credit voucher. 2.12 There is no commission on sales by the Entity on sales of artworks, art books, calendars, posters, cards, or any other type of gifts. 2.13 The sale process during and after the exhibition it is exclusively between the artist and the buyer. Entity it is not responsible for any type of sale before, during and after the exhibition. ARTWORKS: 3.1 Lighting is with white spotlights, to highlight works. Walls are 5 meters high and painted white. 3.2 Artworks dimensions as well the number of artworks and size on display will be selected by the curators team. Artist may be able to display more than 1 artwork on wall space. They must have the same theme. 3.3 Proposals for art sizes, dynamic, large-scale and site-specific installations; or thought-provoking performance art to take place in the gallery can be submitted for consideration.

COPYRIGHT AND IMAGE: 4.1 The Artist retains all copyright over his or her works of art. 4.2 The Entity has permission to photograph, record and reproduce works of art for promotional purposes related to the exhibition, including catalogues, printed and digital media, without infringing the

Artist's copyright. 4.3 The Entity will publicize the event on social networks, through the partner, via communication agencies, social influencers. 4.4 The Artist must be available to conduct interviews with the press and answer questions regarding his work and participation in the exhibition. 4.5 Artist does not need to be present at the exhibition, the interview can be made by email or phone. 4.6 The Artist can not use images of the Entity and Partner without prior authorization. 4.7 The Artist can only publicize his participation in the event, when the exhibition dates have been defined, when the artwork it is approved, when the Entity has already publicized the event, as well when all payments fee are made.

SHIPPING: 5.1 All transport and customs costs are paid by the artist. 5.2 Dates for delivery and pick up will be provided 1 month before the exhibition. Missing any type of dead line, we will not be responsible for any delays as well we will not display the work for the exhibition. 5.3 If Artwork it is not collected in the dates provided we will charge an extra fee of 50 EUR/day of extra storage, as well the shipping costs of return of the artworks. 5.3 Notice that the artworks have to be transported under the customs law of the country where exhibition is taking place. We recommend a temporary exportation license. 5.4 The work must be well protected. 5.5 The Artist can personally bring the works to the exhibition. 5.6 The artist may personally deliver the artwork on the day of assembly. 5.7 Repackaging of artworks after the exhibition is not included. Installation, deinstallation, unpacking, repacking, or any other art handling services are not provided free of charge by the organizing entity. 5.8 Any handling of artworks, including unpacking, condition checking, wall installation, removal from display, and repacking, must be arranged in advance and may involve additional fees. 5.9 The Shipping has to come at least with a A4 paper inside the package, in a document type, with the list of the works for display, with images in color, as well their description, signed by the artist. 5.10 The package also must include all materials necessary to hang the artworks on the wall. Make sure you read before sending the artwork, you have all materials or the organizer provides for you. For any type of missing material, such has hooks, screws, stands for sculptures, or not useful material, we will charge a fee of 50 EUR. In case we could not be able to provide the material needed, the artwork will be removed from the exhibition without any compensation or refund.

PROJECT SAFETY: 6.1 The Entity undertakes to take the necessary measures to guarantee the safety of works, on site, of artworks, artists and guests, before, during and after the exhibition. 6.2 The Entity undertakes to storage of the works if needed without violation of the point 2.4, 3.3, 4.5, 5.1, 5.3, 5.4, 5.10. 6.3 Visitors are expected to behave respectfully toward the artworks, artists, staff, and other visitors. Unsafe, disruptive, or inappropriate behavior may result in removal from the exhibition. 6.4 Visitors enter the exhibition space at their own risk. Parents or guardians are fully responsible for the supervision and behavior of minors. Any damage caused to artworks, exhibition materials, or the venue will be the personal responsibility of the visitor responsible for the damage.

TERMINATION: 7.1 This contract may be terminated by both parties by mutual written agreement. 7.2 In case of cancellation of the exhibition by the Entity or the Partner, the Artist has the right to use the value of participation, in form of credit voucher to use in another event held by the Entity. 7.3 If for any reason the Artist is unable to participate in the exhibition, with 2 months notice, Artist has the right to use 50% of the participation fee in another event held by the Entity, but the other 50% will not be refunded. 7.4 The Entity, the partner or stakeholder has the right to deny, cancel, modify the Artist's participation at any time. 7.5 Entity has the right to change the dates and location of the exhibition when extremely necessary or caused by Force Majeure Event. PAYMENT: 8.1 Payment for the exhibition can be made in a maximum of 3 installments, so that all eligible artists can participate in the exhibition without it being a financial obstacle. Payment in advance guarantees pre-approval of the artist's participation, as well as avoiding an increase in the price of participation in the exhibition. 8.2 Payments via bank transfers are free. Payments via PayPal, Revolut or Stripe are subject to an additional fees on the total amount including taxes involved. Payments are made at usia.co.uk/pay

APPLICABLE LAW: 9.1 This contract will be governed by the applicable laws of Portugal.

PARTICIPATION FEE: 10.1 Participation fee and extra fees. <https://usia.co.uk/apply/royal/>