

**APPLICATION FORM**  
MARCH 28-31, 2008  
MIAMI BEACH CONVENTION CENTER



Gallery Name \_\_\_\_\_

Director \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

**TO APPLY:** Submit information about your gallery and your 2007-2008 exhibition schedule and a CD, slides or transparencies of the artists you propose to exhibit.

**TYPE OF ART:**  Paintings  Drawings  Prints  Sculpture  Photography  Video  Installations  Other: \_\_\_\_\_

**BOOTH SIZES & COSTS:**

<input type="checkbox"/> 240 sq. ft./23m <sup>2</sup>	\$6,500.00
<input type="checkbox"/> 480 sq.ft./46m <sup>2</sup>	\$12,000.00
<input type="checkbox"/> 720 sq.ft./69m <sup>2</sup>	\$17,000.00

*Includes 7% Florida Sales tax.*

**BOOTH SPACES INCLUDE:** White walls, one table with 4 chairs, signage, drayage and one catalog page.

**ADDITIONAL FEES:** Lights, extra walls and closets are additional.

**BOOTH PLACEMENT:** **arteamericas** has the right to make changes in booth assignments at any time. **arteamericas** does not guarantee booth placement or specific locations. All exhibit placements and overall design are at the sole discretion of **arteamericas**.

If accepted, the balance of the booth cost shall be paid in accordance with agreed upon payment schedule and no later than February 1, 2008. In the event exhibitor fails to make scheduled payments, **arteamericas** shall have the right to re-assign exhibitor's booth.

Enclosed is a deposit of US\$ \_\_\_\_\_ for above total of \_\_\_\_\_. US currency only. Please make check payable to **arteamericas, Inc.** Only US bank checks will be accepted. Wire transfers should be made in US dollars to: Bank of America, Miami, Florida ABA# 026009593 to credit account # 0054 8704 2521. Please include gallery name and your name with transfer for identification.

This application becomes a contract when accepted by the **arteamericas** Art Advisory Committee.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Send application form to **arteamericas**:  
2150 CORAL WAY, SUITE 6B, MIAMI FL 33145 • TEL 305.854.3050 • FAX 305.857.0027  
info@arteamericas.com • www.arteamericas.com

# PROCEDURE, TERMS & CONDITIONS

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## APPLICATION PROCEDURE

In order to apply to **arteaméricas**, please include the following with the application form:

- Submit up to three artists whose work you wish to exhibit.
- Include a minimum of three and maximum of six 35mm slides or digital images per artist. Digital images must be in jpeg or tiff format.
- Send us other visuals, promotional materials and list any art fairs in which you have participated.

**arteaméricas** Advisory Committee will review all applications based on quality and appropriateness of the works presented.

A letter of acceptance, contract and floor plan will be sent to successful applicants when the selection process is completed.

The applicants not accepted will be notified and their deposit refunded.

## BOOTH SPECIFICATIONS AND COST

- 240 sq. ft./23m<sup>2</sup> \$6,500.00
- 480 sq.ft./46m<sup>2</sup> \$12,000.00
- 720 sq.ft./69m<sup>2</sup> \$17,000.00

*Includes 7% Florida Sales tax*

### Included in price:

- 10' (3.07 m) high white hard wall
- One four-color page in catalog
- One table and four chairs
- Two booth signs
- 5 catalogs
- 20 preview gala passes
- 100 visitor passes for top clients

### Additional fees:

- Lights
- Additional Catalog pages
- Additional walls and closets

**arteaméricas** reserves the right to make all exhibitor placements at its sole discretion. Requests regarding location and space requirements will be considered whenever possible, but cannot be made a condition of participation.

**arteaméricas** may, if necessary change the location or slightly alter the shape of the booth if conditions arise to make it necessary.

## TERMS AND CONDITIONS OF PARTICIPATION

**arteaméricas** is organized and managed by **arteaméricas**, Inc. These Terms and Conditions govern the exhibitor's participation in **arteaméricas**.

### 1. Application

Application for space may be made only on the official form and should be sent to **arteaméricas**, Inc. by mail, fax or e-mail. All exhibit applications are subject to acceptance as described below

(Section 2). Applications will be considered only upon receipt of the official application form accompanied by a deposit.

### 2. Admission

Applicants will be accepted and confirmed in writing only after review by **arteaméricas** Advisory Committee, which may accept and reject applications in its unrestricted discretion. The exhibitor guarantees that all the information in his application is accurate and that all work submitted for exhibition is authentic. **arteaméricas** reserves the right to cancel any application that is accepted on the basis of false information or if the exhibitor fails to comply with these terms and conditions.

The exhibitor will indemnify **arteaméricas** and hold harmless, for and from any and all loss and damage incurred by **arteaméricas** that is a result of any breach of these conditions. **arteaméricas** reserves the right to remove any object that does not meet the requirement of exhibition.

### 3. Co-Exhibitors

No exhibitor may sublet his booth either entirely or partially. Products, exhibitors or individuals other than those specified in the application may not be shown in the booth.

### 4. Payment

The deposit made for each booth will be credited to the exhibitor's account as down payment for space rental. Upon acceptance, exhibitors will receive the contract for the total space rental ordered less the deposit. Balance of payment can then be made in two additional installments as prescribed in statement. Any exhibitor whose space rental has not been paid in full by the opening date will not be permitted to exhibit and, in such event, **arteaméricas** may cancel the exhibitor contract, reallocate the space and retain any payment made.

### 5. Security

A private security service for the exhibition will be provided 24 hours a day by uniformed guards. Security service will commence the first day of installation and continue until the end of dismantling. For security reasons, once set up is under way, nothing can be removed from the exhibition, unless accompanied by a merchandise pass until the dismantling period. Throughout the duration of the event, only exhibitors may bring articles in the show.

### 6. Insurance and Exemption from Liability

Each exhibitor must obtain coverage for damage or loss due to fire, theft, burglary, breakage, leakage and water damage, and the risk of transport to and from the exhibition grounds. In any event, the exhibitor assumes all risk of loss related thereto. **arteaméricas** will not be liable to any exhibitor for any direct, incidental or consequential damages or loss to exhibitor or his/her property arising from or connected with exhibitor's participation.

Prior to admission to the show, all exhibitors will be required to sign a form releasing **arteaméricas** from liability.

### 7. Electrical Services

**arteaméricas** will use its best efforts to provide common area lighting and air-conditioning, but shall not be liable for any loss due to failure or interruption of any service. No exhibitor is allowed to install his/her power connections. Fire, safety and security regulations must be adhered to.

### 8. Authenticity

Should the authenticity of any work of art be placed in issue during the course of the exposition, **arteaméricas** reserves the right to

have said work withdrawn from the exposition unless the Exhibitor can furnish a provenance suitable to **arteaméricas** in its sole discretion for the work in question. All such decisions are at the sole discretion of **arteaméricas**. All Exhibitors are strictly accountable for the authenticity of the works of art which are shown or sold at the exposition.

The Exhibitor shall indemnify and hold **arteaméricas** harmless against any claims whatsoever made with regard to the authenticity of any work, with regard to any misrepresentation of any irregularity made with respect to the sale of any artwork at the exposition, as well as any expenses incurred by **arteaméricas**, including attorney's fees.

**9. Catalog**

An official catalog is to be published for **arteaméricas**. No claims will be entertained by **arteaméricas** with respect to errors or omissions in the catalog. The Exhibitor shall be responsible for the content of the entries and for any damages claimed through the publication thereof. Each Exhibitor may be restricted to a maximum number of pages in the catalog.

**10. Special Wall Arrangements & Custom Booths:**

Any alterations in booth structure must be approved in writing by **arteaméricas** and will be at the expense of the Exhibitor. Request for special wall arrangements other than the standard configuration shall be submitted to the **arteaméricas** office no later than the scheduled dates, as outlined in the Exhibitor's Services Manual. All custom booths must be approved in advance by **arteaméricas**. Additional wall construction will be an additional charge.

**11. Restrictions:**

Signage: No Exhibitor will be allowed to mount, display or post their own signage. Two signs per booth will be provided by **arteaméricas**.

Lighting: All lighting must be show standard. No unapproved individual Exhibitor lighting systems will be permitted at **arteaméricas**.

Non-approved cinema, video, audio, printed material and posters are not permitted at **arteaméricas**.

**12. General**

**arteaméricas** is entitled, in the case of compelling reasons or of Acts of God, to postpone, shorten or extend the exhibition without liability of obligation to the exhibitor.

**arteaméricas** reserves the right to expel from the fair any exhibitor who violates the rules stated herein. The exhibitor will remain liable for the full amount of space rental and any additional change incurred.

The laws of the State of Florida and the United States of America shall be applicable and govern to these Terms and Conditions and all matters arising from exhibitor's participation in this fair. The Exhibitors agree to submit to the jurisdiction of the courts of the state of Florida.

The Terms and Conditions of Participation are the final and exclusive agreement between **arteaméricas** and the exhibitor.

**PAYMENT SCHEDULE**

DATE	AMOUNT	RECEIVED

Accepted by: (Name) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_