



Galerie Klee – Yushihouse

葵里畫廊 - 雨施舍

EXHIBITION RENTAL APPLICATION FORM

Exhibition Information

Date(s) applied :

Title of exhibition :

Media : Paintings / Photography / Others :

Brief description of exhibition:

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(Please attach pictures of a few exhibits.)

Selling exhibits ? Yes No

Equipment needed :

99 Caine Road, Shop J, Hong Kong
Tel : 2546 3210
www.galeriekleee.org
info@galeriekleee.org

Renter's Information

Name : Tel :

e-mail : website :

Correspondence Address :

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I / We have read and agreed with the renting rules below.

.....

Signature

Date

renting rules

1. Submit completed form to gallery by post, in person, or through e-mail; the gallery will inform applicant through e-mail whether application is accepted or not within two working days. Galerie Klee reserves the right to accept or not to accept an application.
2. Application should normally reach the gallery at least two weeks before the first rental date. If application is accepted, the applicant must pay, within three days, 50% of the rental fee as deposit to confirm the reservation.
3. The remaining balance of rental fee and a security deposit of \$250 must be paid one week before the rental date; otherwise the applicant is considered to have given up the renting, and the deposit fee paid will not be returned.
4. Unless there are unforeseen adverse conditions that prevent the holding of the exhibition on the appointed date, no change of date and time is permitted.
5. The security deposit will be returned in total to the renter after the event unless there are damages due on the part of the renter.
6. The gallery assumes no responsibility on personal injuries or property damages involved and related to the rental event.
7. Final decision on rental matters rests on the gallery.