

**ALL INDIA FINE ARTS & CRAFTS SOCIETY**  
**1, RAFI MARG, NEW DELHI-110001**  
**Terms and Conditions for the Allotment of the Galleries**

1. Request for booking of the galleries must be made in writing only on the Society's prescribed form, attaching there with necessary documents as required.
2. Alternate dates may be given to those who are unable to get allotment of the gallery(ies) for the period of their choice. Allotment may also be offered against cancellations, if any.
3. In a solo show, the artist has to display exclusively his/her works in the gallery(ies).
4. **If it is found that for solo show or group show, any artist(s) has used the name of any curator/sponsor/art organization/NGO/foreign cultural mission/embassies or any such body in their invitation card, catalogue, media, poster, ad. Material etc., then show will be treated as Sponsored/Commercial and gallery booking fee will be charges accordingly.**
5. The gallery booking fee must be paid by the specified date as mentioned in the letter of allotment of the gallery by account payee cheque or bank draft in the name of "ALL INDIA FINE ARTS & CRAFTS SOCIETY" and payable at New Delhi. Otherwise the allotment will stand cancelled and No further correspondence will be entertained in the matter.
6. In case of cancellation of gallery allotment by the allottee, only 50% of the booking fee (without GST) would be refunded, if made before 2 months from the date of gallery allotment. No refund of gallery booking fee will be made otherwise on cancellation of allotment by the allottee.
7. The gallery(ies) will remain open from 11 a.m. to 7 p.m. daily including on all holidays.
8. The gallery(ies) shall be used by the exhibitor for the *exclusive purpose* for which it is allotted. **Sub-letting or sharing is not allowed.**
9. Splashing of colours nailing, pasting on the walls and floors is strictly not allowed. If any sort of damage is caused intentionally or otherwise to the gallery hall or its installation/equipment/furniture etc., the allottee/exhibitor shall have to compensate for that before vacating the gallery.
10. Rangoli/Alpana etc. is not allowed inside the gallery or at entrance.
11. Adequate poster / banner space would be provided to the exhibitor. However the Society reserves the right at its sole discretion not to allow in its premises any art work, print or Ad material, activity etc of any nature whatsoever which is considered by it as objectionable or against its interests.
12. Staff of the society may help the exhibitors in hanging the paintings and organising their show, which is not obligatory.
13. Electric, electronic, any other gadgets or items of any kind using electricity points in the Society's gallery/premises are not allowed without prior written permission of AIFACS.
14. Exhibitors will not use in any manner, other space in the premises of the Society excepting the gallery allotted without the written prior permission of AIFACS.
15. The exhibitor or their representative must be present all the time in the gallery allotted, during the show period.
16. The Society is not responsible or liable to any refund or compensation of any sort if the gallery is closed down due to any unforeseen reasons / government notice or failure of electricity or A.C. plant.
17. The Society will not be responsible for the safety of exhibits and belongings of the exhibits before, during or after the exhibition period and for any theft, loss or damage etc. thereof due to any reason whatsoever.
18. Hard drinks can not be served in the Society premises.
19. The Society reserves the right to cancel any booking of its gallery(ies) without assigning any reason whatsoever. Booking fee will be refunded on such cancellation.
20. Any sort of noise pollution is not allowed in the gallery.
21. The gallery rules are subject to change without any notice by the Society.
22. The artist/exhibitors must take back their works on the closing day of the exhibition without fail.

23. Fee for the gallery(ies) booking and other charges effective from 1<sup>st</sup> August 2019 are as under :

**A. Exhibition of Visual Arts, Fine Arts, Crafts, Artefacts and Antiquity etc.**

<b>(For one gallery per week)</b>		
Solo Show	Group Show	Sponsored Show
₹	₹	₹
24,780/-	49,560/-	66,080/-

(Inclusive of GST @ 18% - 9% SGST & 9% CGST)

**B. Seminar Hall**

Individuals : ₹ 4,000/- for 3 hours. For extra hours ₹ 1,500/- per hour.

Organisation/Group/Film show : ₹ 8,000/- for 3 hours. For extra hours ₹ 2,000/- per hour.

**C. Side Lawn:** ₹ 25,000/- per day + GST.

**D. Charges for other services :**

- (a) Chairs : 20 chairs would be given free of charge on opening day only. Additional chairs would be charged at the rate of ₹ 20/- per chair per day.
- (b) Podium charges (with mike) : ₹ 250/- per day : *free for inaugural function,*
- (c) AIFACS Mailing List: ₹ 300/- for exhibitors.

**1. CONTRAVENTION OR NON ADHERENCE OF ANY OF THE TERMS AND CONDITIONS CONTAINED HEREINBEFORE SHALL RESULT IN CANCELLATION OF ALLOTMENT OF THE GALLERY, SUSPENSION AND CLOSING DOWN THE SHOW WITHOUT NOTICE AND LEADING TO PENALTY AND OTHER RECOURSES AS THE SOCIETY MAY CONSIDER AND DEEM FIT & PROPER.**

**ALL INDIA FINE ARTS & CRAFTS SOCIETY**  
**1, RAFI MARG, NEW DELHI-110001**  
**Tel: 23711315, 23322651**  
**Email: [aifacsartsexhibition@gmail.com](mailto:aifacsartsexhibition@gmail.com), website: [www.aifacs.org.in](http://www.aifacs.org.in)**

**GALLERY BOOKING FORM**  
(To be filled in by the Exhibitor/Hirer in Block Letters)

The Chairman  
AIFACS  
New Delhi.

**Sub: Application for Gallery Booking**

Respected Sir,

Kindly allot me/us gallery(ies) as detailed below. I/we agree to abide by the terms and Conditions for the allotment of the gallery, copy whereof is provided to me/us and duly received.

Name of the Artist / Contact Person: .....

Organisation (if any): .....

Address: .....

.....

UID Aadhar No. .... (Please attach self attested photocopy)

Tel/Mob: ..... Email:.....

Website (if any): .....

Gallery Required From:.....To:.....

For the show of .....

Alternate Dates (If above dates are not available).....

No. of Galleries Required:..... Gallery Location Preference:.....

**Three Photographs of Works to be exhibited along with detailed bio-data are attached.**

Hope you will find the above information and documents in order. Kindly book the slot for the gallery(ies) and inform me/us accordingly.

Thanking you,

Yours sincerely,

Place:.....

Signature:.....

Date: .....

Name:.....

The Chairman  
AIFACS  
Sir/Madam,

I / We have been allotted the Exhibition Gallery No. A / B / Hall 1 / Hall 2 of All India Fine arts & Crafts Society from \_\_\_\_\_ to \_\_\_\_\_ for exhibition of solo/group/sponsored show of \_\_\_\_\_ vide your letter dated \_\_\_\_\_.

As conveyed vide your above referred letter, cheque/DD No. \_\_\_\_\_ dated \_\_\_\_\_ for ₹ \_\_\_\_\_ drawn on \_\_\_\_\_ is enclosed towards booking fee of the gallery(ies).

I / We have carefully read all terms and conditions of allotment of AIFACS gallery(ies), copy whereof has been received by me/us with your letter dated \_\_\_\_\_ which will be adhered to and I/we shall be fully abide by them.

Yours faithfully,

(Signature of the Applicant)

Dated \_\_\_\_\_

Signature \_\_\_\_\_

Place \_\_\_\_\_

Name \_\_\_\_\_

Encl : As above

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_