



135, Archbishop Street

Valletta VLT1444

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info@maltapostalmuseum.com

Exhibitors' Agreement

1. The artist agrees to pay a deposit of €250 to Malta Postal Museum on the signing of the exhibition agreement. This deposit will be refunded at the end of the exhibition if no damage has been caused to the premises as a result of the activities held.
2. The cost of leasing the premises will be determined by the curator depending on the duration of the activity and other such requirements. Cheques are to be made out to MaltaPost plc or by direct debit into MaltaPost's account (details provided upon request).
3. In return for Malta Postal Museum's sponsorship and support the artist will:
 - a) Ensure that Malta Postal Museum's logo (as provided and without any alterations) features most prominently and is given priority over all other logos on any printed material relating to this exhibition including invitations.
 - b) The Artist must make sure that Malta Postal Museum is clearly mentioned as the host and main sponsor in all marketing media including press coverage.
 - g) Provide Malta Postal Museum with twenty (20) invitations for its exclusive use three weeks prior to the inauguration.
 - h) Provide three (3) copies of any publication, brochure or leaflet prepared and published in connection with this exhibition. This will be retained by the Malta Postal Museum for archival use.

Exhibits and Venue

- 3.1 The Artist/s provide/s the exhibits as agreed with Malta Postal Museum. Malta Postal Museum may refuse to exhibit any item if its curators feel that this is not of an adequate level or quality or if it is offensive in any way.

- 3.2 The Artist/s must supply and deliver any number of showcases and bases/stands not provided by Malta Postal Museum. Malta Postal Museum cannot guarantee the supply of any showcases and bases/stands but will do its utmost to assist in any way possible.

The Exhibition

- 4.1 The Artist/s must use the hanging methods as available at the hosting venue. Should a different system be required, the artist/s must supply the system. This will first have to be approved by the Malta Postal Museum.
- 4.2 The Malta Postal Museum shall not assume any responsibility for damage to exhibits on display.
- 4.3 It will be the artist's/s' responsibility to ensure timely delivery and hanging of the exhibits. The space will be made available to the artist/s three (3) working days prior to the launch.
- 4.4 Malta Postal Museum reserves the right to photograph the exhibits on display at its venue without prior notification, permission or obligation on the artist's part. Related images and visuals can be used as the Malta Postal Museum deems fit in relation to its policies and exigencies.
- 4.5 The sale of exhibits is permitted on Museum premises but these are to be handled strictly by the artist and NOT by the museum.

Compliance

- 5.1 The deposit submitted with this application shall be retained by the Malta Postal Museum if any part or parts of this agreement is not adhered to by the artist/s / curator of the exhibition. Should the latter be the case, Malta Postal Museum may also retain the right not to consider other applications for exhibitions by the same artist/s for a specific period decided by the agency. In extreme cases, failure to abide by these regulations can lead to Malta Postal Museum cancelling the exhibition after the artist or his representative has been duly notified in writing to regulate himself accordingly. In such an extreme event the artist will be officially informed in writing about the cancellation of the exhibition and Malta Postal Museum cannot be held responsible for any damages sustained by the artist.

Agreement

I / We, the undersigned artist/s, have read and accept the conditions stipulated by Malta Postal Museum in this agreement by which we abide without any reservations.

Signature of the Artist/s

Date:

I.D Card No/s.

Signature for and on behalf of the
Malta Postal Museum

Date:

I.D Card No.