

KLAIPĖDA CULTURE COMMUNICATION CENTRE EXHIBITION HALL GENERAL RULES FOR ASSESMENT, ACCEPTANCE, PREPARATION, EXPOSITION, PROTECTION OF EXHIBITIONS

Didžioji Vandens str. 2, Klaipėda, www.kkcc.lt

I. PROCEDURE FOR ASSESMENT AND ACCEPTANCE OF APPLICATIONS

1.1. Striving for formation of effective policy of cultural activities, a collegial body with the right of deliberate vote - the Arts Council is formed under the Klaipeda Culture Communication Centre (hereinafter -KCCC); composition and regulations of the Council is approved by the Director of KCCC.

1.2. The Council consists of 10 members:

1.2.1. 2 representatives of KCCC;

1.2.2. 1 representative of Lithuanian Artists' Association;

1.2.3. 1 representative of Klaipėda County Artists' Association;

1.2.4. 1 representative of the Union of the Lithuanian art photographers;

1.2.5. 2 independent culture or art experts;

1.2.6. 2 representatives of Klaipėda City Municipality (Board and Administration);

1.2.7. 1 media representative.

1.3. Meeting of the Arts Council organized with the purpose to make assessment of applications shall be convened not later than by 22 December.

1.4. Applications are accepted until 19th of November.

1.5. The Arts Council shall make assessment of all timely submitted applications for exhibition. The Arts Council has the right not to consider applications that do not comply with the requirements indicated in the exhibition application.

1.6. On the basis of exhibition applications selected by KCCC Arts Council, the Deputy Director shall make an annual exhibition plan.

1.7. Annual exhibition plan approved by order of the KCCC Director shall be published on KCCC website www.kkcc.lt. Organizers (curators) of the selected exhibitions shall be informed about the plan.

1.8. Resolution of KCCC Arts Council regarding exhibitions that are not included in the annual exhibition plan is not subject to discussion.

II. PREPARATION OF EXHIBITIONS, THEIR EXPOSITION, PROTECTION

2.1. Organizer (curator) of the exhibition is responsible for timely submission of artworks and all necessary material regarding the exhibition to KCCC.

2.2. Each exhibition is accepted after submitting to KCCC an accurate list of works undersigned by the organizer (curator) of the exhibition. The list of works shall be also submitted in digital form.

2.3. KCCC and organizer (curator) of the exhibition undersigns a delivery-acceptance certificate of the artworks.

- 2.4. Organizer (curator) of the exhibition must present the artworks for exhibition; also remove them from exposition halls at the time specified by KCCC administration.
- 2.5. Artworks submitted for exhibition must be properly prepared for exposition. Artworks without the parts required for proper exposition, without a mount (passé-partout) or in any other technically inadequate condition, with physical defects, not included in the list of exhibition works, are not accepted for exhibition.
- 2.6. KCCC administration is responsible for taking care and ensuring safety of exhibited works from the day of acceptance of exhibits until the day of their return. If an exhibit is lost or in case of its physical damage, actions are taken according to the procedure set by the KCCC Regulations.
- 2.7. Technical equipment available by KCCC and organizers (curators) shall be used for exhibition of works.
- 2.8. Exhibitions included in the annual plan can be cancelled at the initiative of their organizer (curator). KCCC administration must be informed thereof at least 3 months prior to the estimated opening day of the exhibition.
- 2.9. KCCC shall undersign a co-operation agreement for staging of a particular exhibition (event, etc.) with every curator of the exhibition (event, etc.) selected by the Council or any other authorized representative. Having failed to comply with KCCC General rules for assessment, acceptance, preparation, exposition, protection of exhibitions, KCCC has the right to terminate the agreement.
- 2.10. Visiting time of exhibitions shall be established by KCCC administration.
- 2.11. KCCC shall not assign funds for representation costs during the openings of exhibitions.
- 2.12. KCCC shall ensure dissemination of exhibition information. It shall print 10 posters in (A3) format and 5 ones in (A2) format, organize a press conference, if needed.

III. FINAL PROVISIONS

- 3.1. Exhibition application is kept at KCCC until the closing day of the exhibition.
- 3.2. The present rules may be amended by order of the director of KCCC.