

AGREEMENT

The Agreement to abide by these Terms and Conditions is made and entered into by the undersigned parties: the Embassy of Brazil in London (also referred to as "the EMBASSY") and _____, also referred to as "the PROPONENT" throughout this document, regarding the programme **BREEZE**, also referred to as "the EVENT".

In consideration of the rights and obligations set forth below, the parties hereby agree as follows:

1. Term and Object

1.1. The **term** of the Agreement shall commence once the PROPONENT first submits a proposal for the EVENT during its open call, and continues until the last artwork leaves the EMBASSY upon the end of the exhibition, unless terminated earlier by the EMBASSY. The term of the Agreement may be extended upon mutual agreement between the two parties.

1.2. The **object** of the Agreement are the measures and conditions pertaining to the installation and accommodation of the EVENT, hosted by the EMBASSY and organised and produced by the PROPONENT, and both parties' legal liabilities.

2. The PROPONENT's Responsibilities:

2.1. To fully undertake the production of the exhibition(s) proposed for the EVENT, including but not limited to:

- Exhibition design and signage;
- Preparatory works on the exhibition areas;
- Installation of artworks;
- Adaptations of lighting systems;
- Provision of all electronic equipment required by the proposed exhibition(s);
- International and domestic logistics;
- Nail-to-nail insurance;
- Legal procedures (including intellectual property and copyright clearances);
- Fiscal, legal and production costs (including artists' and curators' fees);
- De-installation of the exhibition(s), including the removal of artworks from the building, at the end of the display period.

2.1.1. To abide by regulations and restrictions concerning the EMBASSY building, internally and externally, in relation to: health and safety standards; heritage status (grade II listed); and diplomatic security.

2.2. To leave the exhibition areas and other areas complementarily involved with the EVENT in perfect conditions after its completion. That includes but is not restricted to:

- Repairing any alteration made to the exhibition space (including walls, panels and bases);
- Removing signage material;
- Reverting any adaptation made to the lighting system.

2.2.1. Both parties prior to, and after, BREEZE must carry out a documented joint inspection of the venue.

2.3. Should the PROPONENT wish to produce communicational or promotional materials, such as catalogues, folders, booklets and leaflets, to be entirely responsible for the editorial, financial and legal work and costs involved.

2.3.1. Note that all promotional material must be approved by the EMBASSY before publication.

2.4. To cover all travel costs and fees involved in public activities, such as open talks, round tables, lectures, webinars and meet-the-artist events, should such programme occur in common agreement with the EMBASSY.

2.5. To grant the EMBASSY the unrestricted right to utilise images of the exhibition(s) held as part of the EVENT, for historic and promotional purposes, in perpetuity.

2.6. To abide by the rule that no admission fees be required to visit the EVENT

2.7. Not to display any reference to the commercialisation of the artworks within the exhibition(s).

2.8. To abide by the timetable established for BREEZE, as detailed in the Call for Entries document. The published timetable is subject to alterations and updates.

2.9. To provide at least one receptionist/invigilator to stay in the gallery space during visiting hours, should that be a requirement according to the insurance policy for the artworks signed by the PROPONENT.

2.10. To provide a person to stay in the gallery space during visiting hours.

3. The Embassy of Brazil in London will:

3.1. Make the exhibition space Sala Brasil (14 Cockspur Street, London, SW1Y 5BL) available to the PROPONENT, free of charge, for the undertaking of BREEZE, **from the 1st until de 31st of October 2023**, which must include the time required for assembly and disassembly.

3.2. Design and send digital invitations to specific guest lists, which include names appointed by the PROPONENT.

3.3. Make the team of the Cultural Section available to assist the PROPONENT with sourcing/locating local vendors and contractors, if desired. Please note that this will happen in a solely informative fashion

(based on previous projects undertaken at the EMBASSY), and referrals do not mean endorsement by the EMBASSY.

- 3.4. Facilitate customs clearance, if desired by the PROPONENT, by the means of issuing official letters to vouch for the PROPONENT's legitimacy within the scope of its participation in the EVENT.
- 3.5.** Promote BREEZE through the EMBASSY's official social media channels such as Facebook, Twitter and its website.
- 3.6.** Manage and control the RSVP responses from the invited audience.
- 3.7.** Administrate access, during both invitees-only events and regular visiting hours.
- 3.8.** NOT assume any responsibility for the security of artwork or equipment brought by the PROPONENT into its premises in the scope of BREEZE, including in case of theft or damage during transportation, installation, de-installation and during the course of BREEZE.
- 3.9. Grant a US\$ 4,000.00 (four thousand dollars) prize, to support the production of the EVENT. The grant will be paid in full in the subsequent days of the opening of the exhibition(s), which constitute the EVENT.

IN WITNESS WHEREOF, the PROPONENT hereto has caused this Agreement to be executed by its duly authorised representative, effective as of the day and year first above written.

THE PROPONENT

Name: _____

Signature: _____

Date: _____