

SHAPIRO GALLERY

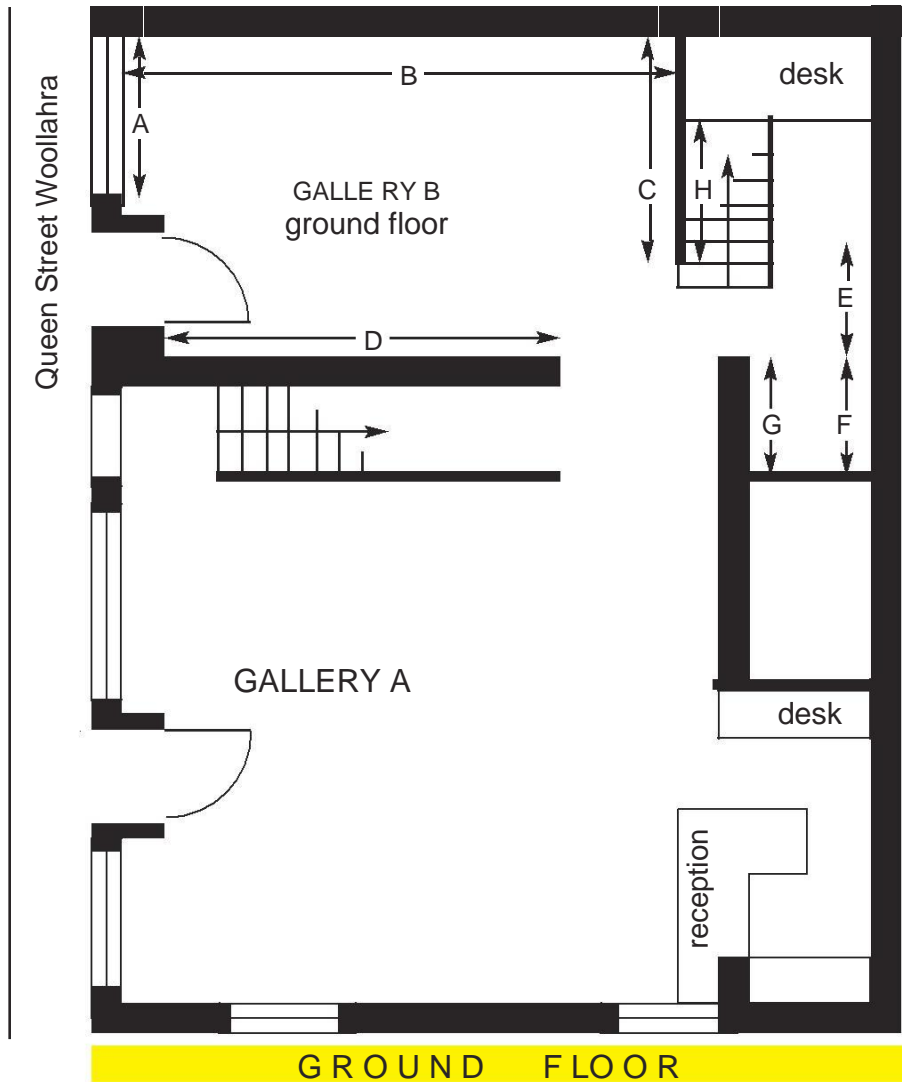
CONDITIONS OF HIRE

- Rental for the two Gallery spaces (B and C) is \$3,800.00 per week (5 to 7 day hire flat rate), plus GST, which includes:
 - the use of hanging devices
 - the use of a dedicated office area at the rear of Gallery B
 - the use of a desk/display table in Gallery C
 - the use of utilities and bathroom facilities.
 - phone and fax usage is available for incoming use only
- Confirmation of the booking is required three months in advance of the commencement date and is to be accompanied by a 50% deposit, which is non-refundable. Please advise preferred gallery opening hours with this correspondence so that arrangements for staffing can be made if necessary.
- A certificate of currency from the hirer's insurers for public liability covering the hire period is also needed prior to commencement of the hire period.
- The hirer is responsible for any damage to the building caused by the hirer or their patrons; and the hirer is also responsible for making good any damage by the close of the hire period. Red wine is not to be served at openings.
- Standard business hours are 9am–5pm, Monday–Friday, and 11am to 5pm Saturday. If after-hours use of the gallery is required, such as an evening opening and/or viewings outside the above stated hours, there is an additional charge for a Shapiro staff member to be on-site at \$35.00 per hour and part thereof (plus GST). Please note, we are obliged to employ staff for a minimum of 4 hours in any given booking (eg. an opening preview of 6-9pm will require staff to be hired from 5-9pm, or 5:15 to 9:15 etc).
- Shapiro Auctioneers requires a proof of all marketing material before printing to ensure announcements are as per contracted arrangements.
- Appropriate corporate mailing lists can be used for marketing campaigns. Print mail campaigns are subject to an administrative fee from \$900.00 plus GST and costs of postage. Depending on the hirer's requirements, refinements of target mailing lists carried out by a Shapiro Auctioneers staff member are charged in addition to the base fee. Email marketing campaigns can also be facilitated at a cost of \$400.00 plus GST per campaign.

Floor-plans of the available Galleries (Gallery B and C) indicating overall heights of ceilings and lengths of available wall spaces.

GALLERY B

- A window H: 230cm W: 174cm
- B wall H: 282cm W: 652cm
- C wall H: 282cm W: 226cm
- D wall H: 232cm W: 422cm
- E wall H: 279cm W: 150cm
- F wall H: 262cm W: 125cm
- G wall H: 262cm W: 120cm
- H wall H: 262cm W: 130cm
W: 230cm at stair base



GALLERY C

- A wall H: 259cm W: 548cm
- B wall H: 259cm W: 80cm
- C wall H: 259cm W: 646cm
- D wall H: 259cm W: 178cm
- E wall H: 260cm; 290cm stairwell
W: 181cm; 140cm
- F wall H: 385cm W: 180cm
- G wall H: 257cm W: 98cm
- H wall H: 257cm W: 192cm

