

## **POSITIONS**

The International Art Fair

## **TAKE OFF**

The Prospective Art Fair

**LUXEMBOURG  
ART WEEK 2018** **AW**

**9–11 NOVEMBER**

Halle Victor Hugo

Luxembourg Art Week, an event that gathers Luxembourg's two contemporary art fairs, **POSITIONS** and **TAKE OFF**, is set in the heart of the most dynamic economic and cultural regions worldwide. Through a selection of cutting-edge galleries from across Europe, it lets buyers and collectors sample the best of contemporary art production.

After three hugely successful editions, Luxembourg Art Week returns in 2018 with two dedicated sections: **POSITIONS** presents established and upcoming national and international galleries, while **TAKE OFF** showcases works at affordable prices by young or emerging artists. Luxembourg Art Week will also reiterate its popular programme of lectures, performances and concerts, and again provide essential visitor facilities from catering to children's workshops.

A short walk from Luxembourg's UNESCO heritage-listed city centre, Luxembourg Art Week has a unique appeal for visitors from abroad.

At the same time, it has already established itself nationally as a key event on the regional scene, with audience numbers steadily rising (projecting 13,000+ in 2018).

In the ample spaces of Halle Victor Hugo, exhibitors benefit from a professional and cost-effective setting ensuring that their works are shown in the best possible conditions. And for their VIP guests, Luxembourg Art Week has devised a special programme of guided tours to museums and collections punctuated by a gala dinner.

Extending its reach beyond the gallery scene, Luxembourg Art Week collaborates with all major regional institutions, including Mudam Luxembourg, Centre Pompidou-Metz, Casino Luxembourg and Villa Vauban. It receives strong support by the Ministry of Culture and the City of Luxembourg, and draws on a large pool of reliable sponsors and partners.



## LUXEMBOURG ART WEEK

- / 2 sections: Positions & Take Off
- / 50+ galleries from across Europe
- / 12,000+ visitors
- / key geographic location
- / high-value economic environment
- / central location and excellent infrastructure
- / five-star VIP programme
- / collaborations with major museums and art centres
- / curated programme of lectures and performances
- / highly competitive pricing for exhibitors
- / top-level facilities incl. bar, restaurant, children's activities



Luxembourg Art Week 2017 © Eric Chenal

## SPOTLIGHT ON LUXEMBOURG

- / major platform for art in Europe and beyond
- / strong economy based on banking and legal services
- / great transport links to the rest of Europe incl. an international airport
- / 2 hours' drive from Brussels and Frankfurt, 3 hours from Paris and the German Ruhr region, 4 hours from Zurich and Amsterdam
- / logistic hub for shipping and storing art and collectible goods
- / strong development of art-related business activities such as secured lending and advisory services
- / growing network of sophisticated buyers



Luxembourg Art Week 2017 © Eric Chenal

*'Luxembourg Art Week is the latest chapter in the history of the breathtaking development in the visual arts sector, and particularly in contemporary art, that Luxembourg has experienced in the past twenty years.'*

– H Art

*'A fair that reaches out to different audiences, striking a fine balance between an increasingly international ambition and a strong local foothold.'*

– Le Quotidien

## **POSITIONS**

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**LUXEMBOURG  
ART WEEK 2018** **AW**

**Application Form**  
Terms and Conditions

## POSITIONS

### The International Art Fair

POSITIONS presents a selection of cutting-edge galleries from around Europe. A key event on the local and regional scene, it offers exhibitors a professional, cost-effective and high-value environment to showcase their artists to a large crowd of art lovers and collectors.

I would like to reserve a booth of

< 30 sqm

30–40 sqm

30–40 sqm comprising a storage space

40–50 sqm

40–50 sqm comprising a storage space

**at €200.00 per sqm (excl. VAT)**

A unique contribution of €800 (excl. VAT) will be charged towards the VIP programme.

**Registration deadline: 1 June 2018**

Signature\*

## TAKE OFF

### The Prospective Art Fair

TAKE OFF aims to encourage start-up galleries and independent artist organisations to create new work and reach out to wider audiences. It is therefore reserved for young emerging galleries as well as for artists' associations and ad-hoc collectives who apply with a curated project.

I would like to reserve a booth of

15–20 sqm

**at €100.00 per sqm (excl. VAT)**

I would also like to

participate in the VIP programme  
€800 (excl. VAT)

or

book 4 invitations to the gala dinner  
€400 (excl. VAT)

**Registration deadline: 1 June 2018**

Signature\*

### Application conditions for TAKE OFF

Take Off is supported by the Ministry of Culture of Luxembourg and strives to make work by young artists more accessible for the public at large. All projects must be curatorially supervised and will be selected among the submissions by a jury appointed by the organisers of Luxembourg Art Week. Projects must be implemented as submitted. The organisers reserve the right to exclude exhibitors who deviate substantially from their proposal without prior approval. The artworks presented as part of these projects must be offered for sale at affordable prices.

For submissions and relevant thresholds, please write to [contact@luxembourgartweek.lu](mailto:contact@luxembourgartweek.lu).

\*With your signature, you confirm that you have read the Terms and Conditions, that you understand them and that you agree to be bound by them.

**Booth layout and practical information**

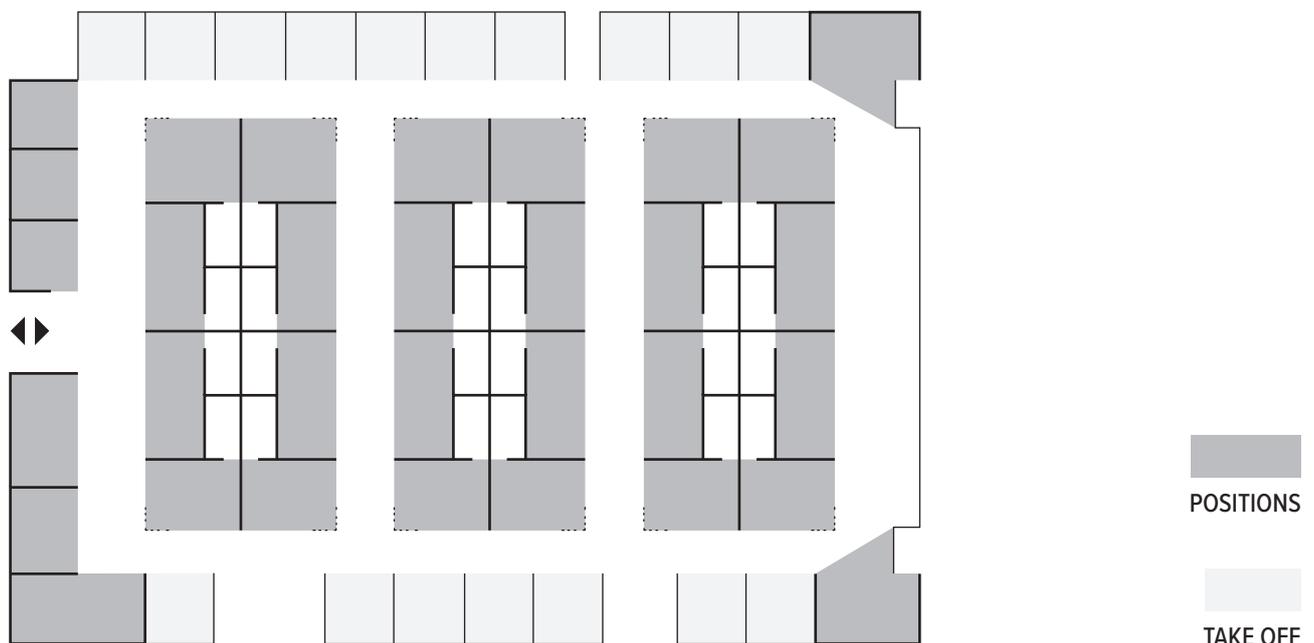
The exact size and location of the booths are determined by the organisers. The partitioning walls are 320 cm high and will be lit by 15-watt LED spots, at the rate of one spot every 2 linear metres of wall. Layout variations are limited in scope.

All booths come with white walls and black tiling floor. Exhibitors may choose to add carpeting, which will be billed separately by the fair's agreed supplier.

All stands are fitted with an electrical outlet, which is reserved for works of art requiring electricity. Furniture is not provided.

For organisational reasons, possible changes to the booths are limited. For the same reasons, the organisers cannot guarantee that all exhibitors are allocated the desired booth location.

Exhibitors are entitled to one parking space per booth in the vicinity of Halle Victor Hugo as of the first day of installation.



\* Non-contractual map.

### **VIP Programme**

The VIP programme allows galleries and artists to invite collectors and clients of their choice to join us during the Luxembourg Art Week. A perfect excuse for a short break, it lets visitors sample the art on offer while discovering the city's outstanding cultural heritage. The VIP programme is therefore a key feature in our efforts to expand the reach of the fair to an international audience.

**Positions:** Exhibitors will be charged a unique contribution of €800.00 (excl. VAT) towards the VIP programme and the Preview. This sum includes one night at a five-star hotel room for 2 couples, a specially devised programme of guided tours, 6 invitations to the gala dinner, exclusive access to the Preview and free access to all exhibitions and events organised by the partners of the Luxembourg Art Week.

**Take Off:** Exhibitors may choose to book the full VIP programme at a cost of €800.00 (excl. VAT). Alternatively, they may reserve 4 invitations to the gala dinner for €400.00 (excl. VAT).

Focus on VIP programme 2018 for collectors:

- /** Freeport Luxembourg open its doors for a private guided tour
- /** Visit of two monographic exhibitions: Jeff Wall at Mudam, Filip Markiewicz at Casino Luxembourg
- /** Private collectors dinner within the exhibition space
- /** VIP cars available for the duration of the VIP programme
- /** All participants will receive a VIP package (incl. tote bag, programme, etc.)

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APPLICATION FORM

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Trading name \_\_\_\_\_

Gallery name \_\_\_\_\_

Established since \_\_\_\_\_

Letter of the alphabet under which you would like to be indexed in all publications \_\_\_\_\_

Address \_\_\_\_\_

Post code \_\_\_\_\_ City \_\_\_\_\_

Country \_\_\_\_\_

Landline \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Gallery director \_\_\_\_\_

Contact during Luxembourg Art Week \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Invoicing address (if different from gallery address) \_\_\_\_\_

Other cities where your gallery has a location \_\_\_\_\_

Date

Signature and stamp\*

\*With your signature, you confirm that you have read the Terms and Conditions,  
that you understand them and that you agree to be bound by them.

Keep a copy for your records. Please sign this form and the Terms and Conditions and send to:  
**Luxembourg Art Week S.A., 4, rue Wiltheim, L-2733 Luxembourg**

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TERMS AND CONDITIONS

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**Art. 1 – General Provisions**

Luxembourg Art Week will be held from Thursday 8 November to Sunday 11 November 2018 at Victor Hugo Hall in Luxembourg-Limpertsberg.

Installation times are Tuesday 6 November from 10 am to 10 pm, Wednesday 7 November from 8 am to 10 pm, and Thursday 8 November from 8 am to 4 pm. Dismantling starts Sunday 11 November from 6 pm to 11 pm. All booths must be cleared by 10 am on Monday 12 November.

The galleries selected by the artistic direction will be allowed to exhibit at Luxembourg Art Week. By signing the present Terms and Conditions, they accept all provisions therein without any reservation or restriction as well as any new provision that may be deemed necessary by the organisers as a result of unforeseen circumstances and is implemented by the organisers in the interest of the event.

**Art. 2 – Exhibitors**

Exhibitors must be registered as professional galleries in their respective country. Exceptions may be made for inclusion in the Take Off section.

**Art. 3 – Reservation and payment**

- The galleries selected by the artistic direction will receive a first invoice over 50% of the total amount conforming their contractual commitment. The invoice must be paid according to schedule, i.e. within two weeks after receipt.
- The remaining amount must be paid no later than two weeks before the beginning of the event. Exhibitors may be refused access to their booth in case of outstanding payments.
- Failure to pay one or more invoices issued by Luxembourg Art Week S.A. within 15 days of the date of issue will result in refusal of access to the site without prior notice and without affecting any other provision in these Terms and Conditions. In this case, Luxembourg Art Week S.A. reserves the right to allocate the booth to another exhibitor.

**Art. 4 – Cancellation**

The full rental amount is due upon approval of the application by the artistic direction. In case of withdrawal, the exhibitor will remain liable for the full rental fee for as long as the organisers are unable to rent out the booth to another exhibitor at the standard rate. In all other cases, 10% of the rental fee will be retained by Luxembourg Art Week S.A. if the cancellation is received before 15 September 2018, after which date the full amount for participation will be due.

**Art. 5 – Allocation of booths**

- Luxembourg Art Week S.A. allocates the booths according to the requirements specified by the exhibitors on their application forms.
- Luxembourg Art Week S.A. reserves the right to move the position of any booth, change its layout, or move one or more booths allocated to an exhibitor or a group of exhibitors to one or more other locations for general organisational reasons. Any such modification does not entitle exhibitors to compensation. Luxembourg Art Week S.A. may not be held responsible for any decision by the owner or operator of the building affecting the location or appearance of a booth.

**Art. 6 – Setup / Dismantling**

Times for installation and dismantling will be specified in the technical rider provided to each exhibitor prior to the event. Artworks shipped after the opening of the event may not be taken to the booths during public opening hours. In case exhibitors do not remove their artworks on time, the organisers will remove and store them in a safe space at the expense of the exhibitors.

The organisers may not be held responsible for any damage and/or additional costs resulting from such a measure. Each booth must be permanently staffed during the opening hours of the fair, including on the last day. Exhibitors must return the booths, decoration, and other equipment in the condition in which they found them on their arrival.

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TERMS AND CONDITIONS

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**Art. 7 – Booth layout**

Any decoration or animation that does not comply with the standard provisions for public fairs must be submitted to the artistic direction and may not be implemented without its consent. The exhibitor is liable for all damage caused by any installation or equipment that has not been agreed by the organiser. Exhibitors must keep their booth in good order, failing which the organisers reserve the right to take appropriate action.

**Art. 8 – Sales**

Sales are authorised during the Luxembourg Art Week.

**Art. 9 – Security**

All necessary measures will be taken by the organisers to secure the safety of the artworks outside public opening hours. However, exhibitors are encouraged to secure their personal belongings at all times.

**Art. 10 – Insurance**

Besides the compulsory risk insurance, exhibitors are encouraged to check with their own insurance company to make sure all other potential liabilities are covered, in particular theft and damage to artworks and/or exhibition materials. The exhibitors relieve the organisers of any responsibility in case of fire, explosion, flood, public or other troubles as well as any occurrence that may not be directly attributed to the organisers, their employees, or any other personnel. In particular, the organisers may not be sued for damage and interest payments in case the rented space cannot effectively be used by the exhibitor as a result of events of force majeure.

**Art. 11 – Bans**

Unless specifically authorised by the organisers, exhibitors may not:

- Sublet all or part of their booth for free, against payment, or in exchange.
- Broadcast music on their booth or make public demonstrations of devices liable to cause disturbance to other exhibitors.

In accordance with prevailing laws, smoking is forbidden in all areas of the building. Exhibitors must ensure that this ban is enforced on and around their booth.

**Art. 12 – Organisers' responsibility**

In case of force majeure, the organisers may change the opening hours of Luxembourg Art Week, deny access to the general public, and cancel or close the event before the scheduled date. In any of these cases, the contracts signed by the exhibitors remain fully valid, and the payment of rental fees and any other outstanding invoices is due in full.

**Art. 13 – Complaints**

Complaints in view of an amicable settlement must be submitted to the organisers via registered letter with acknowledgment of receipt within 15 days following the closing of the event. After this period, claims will no longer be considered. Any legal claims must be brought before Luxembourg courts and will be subject to Luxembourg law.

For the interpretation of the Terms and Conditions, only the French text is authoritative.

I have read and approve the Terms and Conditions / Signature and stamp