

# AR CO

organiza  
organised by



**IFEMA**  
Feria de  
Madrid

**Lisboa**  
**16 — 19**  
**May**

**How**  
**to apply**

**Feria**  
**Internacional**  
**de Arte**  
**Contemporáneo**

International  
Contemporary  
Art Fair

[arcolisboa.com](http://arcolisboa.com)

# 19

# AR CO

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# ARCO

**ARCO** and **IFEMA** are pleased to announce the second edition of **ARCOLisboa**, which will open to collectors and professionals on 15 May and to the general public between **16 and 19 May 2019**.

The **National Cordoaria** will once again host this new edition of the fair and will again play a part in the contents selected by the Organizing Committee and the curators of the different sections.

In addition to the careful selection of galleries in the **main section** of the fair, which will continue to investigate Portuguese art and its connections with the international scene, there will once again be an **Opening** section dedicated to galleries with less than 7 years of experience, the **projects by artists**, and a special area dedicated to the publication of books by artists directed by **Arts Libris**.

ARCOLisboa 2019 will also present the investigation, artistic discourse and collecting scene of the **African continent** and an **outdoor sculpture area** that will establish a very natural connection between the fair and the city.

The debate spaces about art and collecting and the places for gathering and exchange will play a big role, making **ARCOLisboa** a unique space to see, buy, learn and talk about art.

**ARCOLisboa** will again have the support of the Municipal Chamber of Lisbon and Fundação EDP, as well as the support of all the local institutions and the main artistic agents of the city, who make the celebration of the fair possible every year.

We are looking forward to your proposals and remain at your disposal at [secretariadearco@ifema.es](mailto:secretariadearco@ifema.es)

# ARCO

## 1 ARCOLisboa General Information

ARCOLisboa 2019 will take place at the **Museo Nacional de A Cordoaria**.

### Address

- Avda da Índia s/n 1300 Lisboa – **Main Entrance**
- Travessa Galeotas s/n 1300 Lisboa – **VIP and Exhibitors Entrance**
- Rua da Junqueira s/n 1300 Lisboa – **VIP and Exhibitors Entrance**

### Fair Schedule

#### Opening:

- May 15:** 4.30 pm Exclusive preview for Collectors  
6 pm VIP Guests access  
8 – 10 pm Opening cocktail

#### Open to the Public:

- May 16-17:** 2 pm – 9 pm  
**May 18:** noon - 9 pm  
**May 19:** noon – 6 pm

### Entrance/Exit of Works Schedule

- May 14:** 9 am - midnight  
**May 15:** 9 am – 1 pm  
**May 19:** 6.30 pm - midnight

### Organizing Committee

- Juana de Aizpuru** – Galería Juana de Aizpuru, Madrid  
**Nuno Centeno** – Galeria Nuno Centeno, Porto  
**Pedro Cera** – Galeria Pedro Cera, Lisboa  
**Cristina Guerra** – Cristina Guerra Contemporary Art, Lisbon  
**Giorgio Persano** – Galleria Giorgio Persano, Turin

**Feria  
Internacional de  
Arte Contemporáneo**

International  
Contemporary  
Art Fair

## 2 Requirements

To apply for participation in ARCOLisboa 2019, galleries must meet the following requirements:

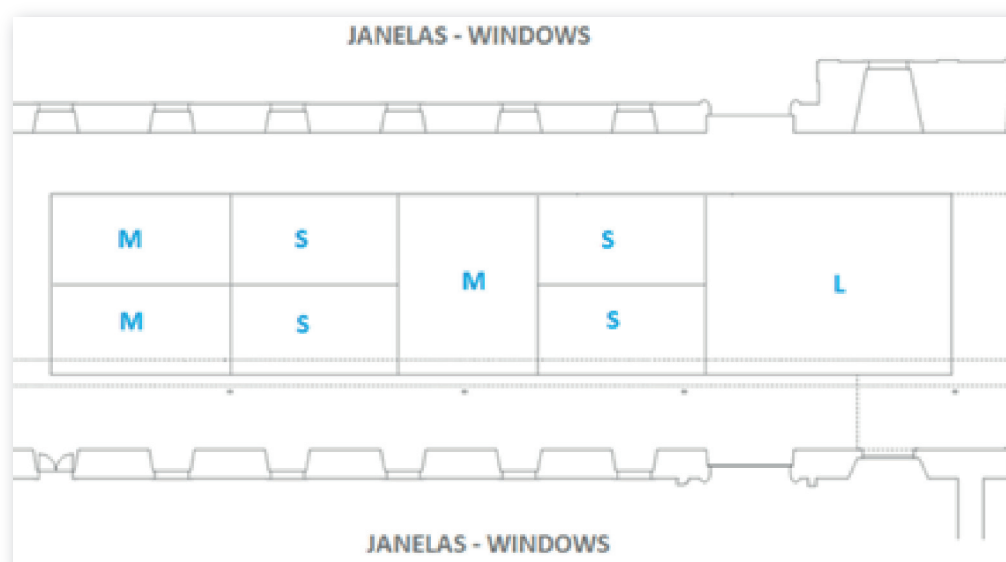
- A minimum of two years open uninterruptedly.
- Opening dates and hours coinciding with those generally established for such venues.
- Minimum of four different exhibitions per year, open to the general public with free admission during the usual opening hours.

## 3 Booths and prices

### Types of booths:

- S space** - from 20sqm. Open to one aisle
- M space** - from 30sqm. Open to two aisles
- L space** - from 40sqm. Open to three aisles

### Overview of distribution and types of booths:



# ARCO

## Participation prices:

- **Sq. m. Price: € 240 sq. m.** (+10% VAT for Spanish galleries except those resident in Ceuta, Melilla or the Canary Islands)
- **ARCOLisboa 2019 Exhibitors services: € 1.200** ((+10% VAT for Spanish galleries except those resident in Ceuta, Melilla or the Canary Islands)
- **M space** - price supplement of €1.000  
**L space** - price supplement of € 2.000

## Booth includes:

**Walls:** Conglomerate board, 19 mm thick, mounted on both sides of a 5 cm frame, forming a wall 10 cm thick and 3.66 m high. Nails or hooks may be inserted on any point.

**Lighting:** General lighting based on LED spotlights on 1 m brackets, providing 1 spot each 5 sq. m. of booth.

**Paint:** Walls covered with plastic white paint.

**Signs:** Standardized lettering, (including gallery name, city, country and booth number)

**Flooring:** Grey carpet.

## ARCOLisboa 2019 Exhibitors Services include:

- Presence in the Official Catalogue of ARCOLisboa 2019.
- 1 WiFi Connection, unlimited and valid for 10 users.
- Civil liability insurance (covers up to € 60.000), Multifair insurance (covers up to € 50.000)\*
- Presence in promotional material: Web, Social Networks (Facebook, Twitter, Instagram...)  
Floor plan map...
- Electrical power.
- Presence at [www.artsy.net](http://www.artsy.net)

\*Insurance of the artworks exhibited at the fair is not included; it must be managed by each gallery.

## 4 Documents

For the applications presented to ARCOLisboa 2019 to be valid, the documents below must be presented:

**4.1 Project for ARCOLisboa 2019 - Evaluation Sheet.** This is the axis of the project on which a decision as to the gallery's participation in ARCOLisboa 2019 will be based.

**4.2 Application Form.**

**4.3 Receipt for the payment of € 150** (€ 165 for Spanish galleries not resident in Ceuta, Melilla or the Canary Islands)

### 4.1 Evaluation Sheet

The following link goes to the platform on which the information must be included about the project to be presented at ARCOLisboa 2019.

This project will be presented to the Organizing Committee. It is important that the information is clear, accurate and properly explains the project you are interested in presenting.

When entering the information, it is important to take the following into account:

- Save the information regularly in order to avoid losing it in case any problem arises with the computer or network.
- The text spaces are limited .
- The system does not accept images with file sizes of over 1MB.

[Go to evaluation sheet](#)

### 4.2 Application Form

It is important to read all the points carefully, including the data about the gallery and the participation and payment conditions.

[Go to Application Form](#)

## 4.3 Payment receipt for application fee

In order for the application to be considered by the committee, all the galleries must pay the following amount:

- **150 €** galleries not resident in Spain and resident in Ceuta, Melilla or the Canary Islands.
- **165€** (€150+10% VAT) for Spanish galleries except those resident in Ceuta, Melilla or the Canary Islands.

This amount will be reduced from the total of the participation at ARCOLisboa 2019. This amount will not to be refunded to galleries that are not accepted.

### Method of payment

Through one of the following bank accounts, quoting the following payment reference (concept): **Application fee ARCOLisboa 2019 + Gallery name**

BANKIA	IBAN <b>ES09 2038 0626 0160 0002 5280</b> Swift: <b>CAHMESMMXXX</b> Dirección: Gabriel García Márquez 1, 1ª planta 28232 Las Rozas (Madrid)
BBVA	IBAN <b>ES89 0182 2370 4000 1429 1351</b> Swift: <b>BBVAESMM</b> Dirección: Paseo de Recoletos 10, Ala Sur, planta 1 28001 Madrid
SANTANDER	IBAN <b>ES64 0049 2222 5115 1000 1900</b> Swift: <b>BSCHEM</b> Dirección: Avenida de los Andes 48 (Arroyo Santo) 28042 Madrid
CAIXA BANK	IBAN <b>ES93 2100 2220 1102 0020 2452</b> Swift: <b>CAIXESBBXXX</b> Dirección: Paseo de la Castellana 51, 3ª planta 28001 Madrid

Send the transfer receipt by e-mail [servifema@ifema.es](mailto:servifema@ifema.es)



## 5 Time schedule

- Deadline for applications: **9 January 2019**
- Organizing Committee meeting to evaluate the proposals: **15 January 2019**
- Communication of the results: **22 January 2019**
- Period for submitting appeals: **The Gallery must inform Management of its intention to appeal within a period of two working days following the notification of the decision on its acceptance or not in the fair. In this event, in a period of two working days it will be informed of the scoring obtained, broken down by the CRITERIA FOR EVALUATION AND SCORING. Said appeal shall be sent by registered post with acknowledgement of receipt to IFEMA, to the attention of ARCOLisboa 2019 Management, within five working days after notification of the scoring obtained.**
- Communication of the results by the Appeals Committee: **9 February 2019**

You can always contact us at: [secretariadearco@ifema.es](mailto:secretariadearco@ifema.es) / tel. (34) 91 722 53 50

## 6 Specific Participation Rules ARCOLisboa 2019

These SPECIFIC RULES apply to the organisation and the participation of EXHIBITORS (CONTEMPORARY ART GALLERIES) at **ARCOLisboa 2019, INTERNATIONAL CONTEMPORARY ART FAIR** to be held at **A Cordoaria Nacional, Lisboa**, from **15th to 19th May, 2019** (henceforth ARCOLisboa 2019). These specific rules are in addition to IFEMA's GENERAL PARTICIPATION RULES which are APPLICABLE TO ALL ITS EVENTS.

### 1 ORGANISATION

The conception, realisation, and administration of ARCOLisboa 2019 is the responsibility of IFEMA.

#### 1.1 ARCOLisboa 2019 Organising Committee

IFEMA shall appoint the ARCOLisboa 2019 ORGANISING COMMITTEE (henceforth COMMITTEE) and shall take its decisions considering the deliberations of the COMMITTEE, which shall have its own BY-LAWS.

The COMMITTEE shall be assisted by a SPECIAL WORKING GROUP, whose members shall be IFEMA officials, which will examine, among other matters, the administrative documentation to be presented by Applicant GALLERIES.

The COMMITTEE shall evaluate each and every one of the documents prepared by the Special Working Group responsible for examining presented by the applicant CONTEMPORARY ART GALLERIES (henceforth GALLERIES).

The COMMITTEE shall also evaluate the documentation provided by the applicant GALLERIES on the website developed for this purpose containing graphic information on their artists, especially those to be shown at ARCOLisboa 2019, and on the activities of the GALLERY and exhibition programming.

Members of the COMMITTEE shall include:

- a - Representatives of IFEMA as organising body.  
The management of ARCOLisboa 2019 shall also represent IFEMA, with a voice but no vote.
- b - Up to a maximum of 5 galleries designated by IFEMA, with the presence of at least 2 galleries from Portugal.

When taking decisions relative to the selection of GALLERIES, the institutional representatives shall not exercise their right to vote, delegating such right to the gallery members on the COMMITTEE.

For the meetings to be considered valid at least 3 members must be present; these must include the representative of IFEMA or persons delegated by him.

ARCOLisboa 2019 MANAGEMENT (henceforth MANAGEMENT), shall be designated by IFEMA and shall, as the latter's delegate, execute the conception, realisation, and administration of ARCOLisboa 2019.

All deliberations, qualifications and classifications shall be confidential, although Applicants shall be informed of their scoring if they request this information.

## 1.2 ARCOLisboa 2019 Appeal Committee

After consulting with the Organising Committee, IFEMA shall appoint the ARCOLisboa 2019 Appeal Committee (henceforth Appeal Committee) who shall review the claims, duly made by the applicant GALLERIES who have not obtained the necessary scores to be allotted a booth, during the process of selection developed by the Organising Committee.

The Appeal Committee shall be made up by three independent members of the Organising Committee. The Chairman of the Appeal Committee shall be a legal expert, while the other two members shall have expertise in the international contemporary art market. The three members shall hold these posts for up to four editions of ARCOLisboa. These experts shall not have served as members of the Organising Committee nor have exhibited at ARCOMadrid or ARCOLisboa in the two editions prior to their appointment.

## 2 ACCEPTANCE OF RULES

An Applicant ART GALLERY, through its authorised representative(s), assumes the obligation on its own behalf and that of its employees to abide by these SPECIFIC PARTICIPATION RULES and IFEMA'S GENERAL PARTICIPATION RULES.

The presentation of an Application for Participation necessarily implies, on the part of the Applicant, the complete and unconditional acceptance of the present Specific Participation Rules for ARCOLisboa 2019, as well as the General Participation Rules for all IFEMA events, of which the Applicant is aware, and which the Applicant accepts and is bound to abide by.

## 3 CONDITIONING FACTORS FOR SPACE LIMITATION

IFEMA, following proposal by the MANAGEMENT, shall decide the maximum total of available exhibition space for exhibiting GALLERIES.

## 4 GOALS

ARCOLisboa 2019's mandate is to promote and sell unique and multiple 20th and 21st century avant-garde and contemporary artworks, with a special focus on the latest forms of visual expression. Moreover, in its specific capacity as an INTERNATIONAL FAIR, it shall specially emphasise the participation of those GALLERIES that have been most noteworthy in their activities and with the greatest international impact.

Consequently, ARCOLisboa 2019 aims to:

- a** - To create a visible platform, stable and international for the Portuguese art market.
- b** - Present and promote the activities of international GALLERIES which offer an overall vision representative of 20th and 21st century artistic creation.
- c** - Faithfully reflect the latest developments in the international visual arts.
- d** - Offer guarantees of professionalism, through the quality of the exhibition, relationships with collectors, and ties to museums and other art entities.
- e** - Promote the diffusion and collection of contemporary art.
- f** - Provide related information through its publications and websites.

## 5 CONDITIONS FOR PARTICIPATION

Applications to participate in ARCOLisboa 2019 shall only be accepted from GALLERIES that present, exclusively, 20th and 21st century artworks.

**5.1** Applicants to General Programme should provide a statement, on their own responsibility, declaring that they have engaged in continuous, permanent activity as a GALLERY, in accordance with the following criteria:

- A minimum of two years open uninterruptedly.
- Opening dates and hours coinciding with those generally established for such venues.
- Minimum of four different exhibitions per year, open to the general public with free admission during the usual opening hours.
- Being registered and up to date, at the time of presenting its APPLICATION FORM, with its trading license and/or taxes for its commercial and professional activities, or holding a document exempting the GALLERY from such payment.

Non-compliance with these conditions shall be cause for refusing participation at ARCOLisboa 2019 and such Applications will not be considered.

**5.2** The Applicant GALLERY should also duly fill in the EVALUATION SHEET, accessible from the website developed for this purpose. Filling the evaluation sheet must be duly executed, if not, this can be a reason of not acceptance in ARCOLisboa 2019.

## CRITERIOS DE EVALUACIÓN Y PUNTUACIÓN

The Committee shall evaluate the applications received in strict accordance with the goals established in the SPECIFIC PARTICIPATION RULES and in the BY-LAWS of the ARCOLisboa 2019 ORGANISING COMMITTEE, besides the following Evaluation and Scoring Criteria:

I —	ARCOLisboa 2019 PROJECT	35 points
II —	GALLERY PROGRAMME	35 points
III —	ARTISTS INCLUDED IN EXHIBITIONS AT MUSEUMS AND INSTITUTIONS	35 points
IV —	PARTICIPATION AT INTERNATIONAL FAIRS (including ARCOLisboa 2018)	5 points
V —	INCLUSION IN GALLERY LISTINGS, PLANS, WEBPAGES, PUBLICATION OF CATALOGUES, APPEARANCES IN ART MEDIA	5 points

All these criteria shall be evaluated, with a maximum of 100 points by each member of the committee.

**5.3** The application form should be accompanied by proof of payment, to the account designated by IFEMA, of application fees of ONE HUNDRED AND FIFTY EUROS (+10% VAT for Spanish galleries except those resident in Ceuta, Melilla or the Canary Islands) to finance the costs of processing and selecting the application forms.

This fee will be compensated, only in the case that the Gallery applicant, be finally accepted in ARCOLisboa 2019, deducting this fee from the total amount of the ARCOLisboa exhibitor's services (1.200 € + 10 % VAT for Spanish galleries except those resident in Ceuta, Melilla or the Canary Islands)

**5.4** All documentation and proof of compliance presented by the GALLERIES shall be in Spanish, in English or in Portuguese.

**5.5** APPLICATION FORMS should be sent, in writing, to ARCOLisboa 2019 before **9th January 2019**.

Once the APPLICATION FORM is accepted, under the conditions detailed in rule 5, IFEMA, through MANAGEMENT, shall inform the APPLICANT in writing of the decision made regarding its admission or refusal, in keeping with the conditions set out in rules 5 and 6 of these SPECIFIC PARTICIPATION RULES.

## 6 SELECTION AND PARTICIPATION

**6.1** The PARTICIPATION of Applicant GALLERIES shall be decided by IFEMA, following the proposals of the COMMITTEE.

These decisions shall be based on the Conditions described in these SPECIFIC RULES, and in the points assigned to each applicant in accordance with the Criteria for Evaluation based on the information received from the applicant GALLERIES.

**6.2** All applicant GALLERIES shall be evaluated on a scale of 100 points.

**6.3** Having demonstrated the necessary quality requirements, GALLERIES will be invited to participate in ARCOLisboa 2019 in strict order of scoring and provided that there is available space.

The COMMITTEE may, strictly following the order of scores, fill any vacancies left by the GALLERIES originally selected, and include those galleries who, although having demonstrated the necessary quality requirements, were not assigned a booth due to restrictions of available space (WAITING LIST).

The WAITING LIST will be filled by those applicants that the Appeal Committee, in application of rule 6.8, considers eligible to participate, and having satisfied the necessary scores in the criteria of quality required. (FINAL WAITING LIST)

Once the FINAL WAITING LIST has been completed, the COMMITTEE shall proceed to fill all the vacancies as previously described.

With the purpose of enhancing the prestige of the fair, the ORGANISING COMMITTEE reserves the right to invite, without being subject to the selection process, a limited number of foreign GALLERIES who, given their proven international reputation, can help to attract top quality visitors and collectors to ARCOLisboa.

**6.4** The MANAGEMENT shall notify the applicant GALLERY that it has been accepted as an EXHIBITOR, so that it may – in the due date specified in the Application Form - make the necessary payments. Failure to comply with this requirement will lead to removal from the list of EXHIBITORS, and the MANAGEMENT may assign its position to the next gallery or publisher on the waiting list.

The EXHIBITING GALLERY (henceforth EXHIBITOR), through its authorised representative(s), assumes the obligation on its own behalf and that of its employees to abide by the SPECIFIC and GENERAL PARTICIPATION RULES, as well as the conditions expressed in the APPLICATION FORM relating to inscription fees, payment schedule, dates for assembly and preparing booths, insurance, and other matters.

**6.5** The Exhibitor's decision not to participate in the Fair is provided for in IFEMA's General Regulations for Participation, article 7 of the General Conditions for Admission and Contracting, and is reason for the dissolution of the contractual relationship between IFEMA and the Exhibitor, under the terms and conditions specified in that article.

**6.6** MANAGEMENT shall inform all other GALLERIES whether they have been included on the waiting list, or whether it has been considered that they have not accredited, with the scoring obtained, the sufficient quality to partake at the fair.

**6.7** MANAGEMENT shall inform any GALLERY about its score if requested.

**6.8** Those Galleries who have not obtained the necessary score to be allocated a booth, during the process of selection carried out by the ORGANISING COMMITTEE, may appeal this decision before the Appeal Committee according to Article 1.2 under these Rules.

To this end, the GALLERY must inform MANAGEMENT of its intention to appeal within a period of two working days following the notification of the decision on its acceptance or not in the fair. In this event, in a period of two working days it will be informed of the scoring obtained, broken down by the CRITERIA FOR EVALUATION AND SCORING.

Said appeal shall be sent by registered post with acknowledgement of receipt to IFEMA, to the attention of ARCOLisboa 2019 Management, within five working days after notification of the scoring obtained. The Management shall inform the Appeal Committee of said decision, who shall settle said appeal before February 9th 2019.

All claims made by Galleries shall be reviewed by the Appeal Committee, to review the transparency of the selection process.

The Director of the Fair shall attend the meetings convened by the Appeal Committee, as an observer but without vote.

The decisions made by the Appeal Committee shall be notified in writing, and these decisions will be final.

IFEMA declines all responsibility for costs incurred by the applicant GALLERIES, nor will it pay any compensation for any damages in relation to its application to participate at ARCOLisboa 2019 nor apply deductions in the inscription fees since the decision of applying to ARCOLisboa 2019 it is completely responsibility of the GALLERIES and external to IFEMA, being agree with this point, the GALLERIES applicants.

## 7 EXHIBITOR OBLIGATIONS

The EXHIBITOR must present a project detailing the artworks to be presented at ARCOLisboa 2019, i.e. each one of the works should be accompanied by a brief description, including its origin: artist's name, title, date, technique, edition number, medium, measurements, and any other data facilitating the artwork's identification. If there are any further changes, it must be notified in writing to the fair.

## 8 ARTWORKS ON SHOW

EXHIBITORS shall only present original 20th and 21st century avant-garde artworks, including:

- a - Oil paintings, watercolours, pastels, drawings, collages.
- b - Graphic and original multiples.
- c - Original sculptures (posthumous copies made from original moulds should be labelled as such) installations and ephemeral work.
- d - Photography, video, digital and electronic art.

The following are prohibited:

- a - Forged artworks, or pieces of illicit origin.
- b - Las obras muy restauradas, dañadas o transformadas.

## 9 EXCLUSION

The following shall be motives for exclusion of an EXHIBITOR from ARCOLisboa 2019, before or during the Fair, and, when appropriate, for closure of its booth:

- a - Closure of the GALLERY.
- b - Lack of compliance with the SPECIFIC or GENERAL PARTICIPATION RULES, as well as the non-observance of the conditions expressed in the CONTRACT FORM:
  - b.1 - Failure to pay any amount owing to IFEMA for participation in ARCOLisboa 2019.
  - b.2 - Non-compliance with the booth's public opening hours, or manifest irregularity in opening hours.
  - b.3 - Non-compliance with warnings received in writing regarding the booth's presentation and maintenance.
  - b.4 - Subletting part (or all) of the booth to one or more other GALLERIES.
  - b.5 - Consideration that the artwork on show or the decoration and presentation of the booth do not meet ARCOLisboa 2019's standards.
- c - Sale of forged artworks or artworks of dubious identity.

## 10 ASSIGNATION OF BOOTHS

The MANAGEMENT shall assign a booth to each EXHIBITOR, once the latter has fulfilled each and every one of the prerequisites.

These assignations shall be based, primarily, on:

- a - The position in the classification list and in collaboration with the Management of the Fair.
- b - Division into subgroups according to particular characteristics and the overall layout of ARCOLisboa 2019.



Once the booths are assigned, MANAGEMENT shall draw up a plan of the halls showing the location of each EXHIBITOR's individual booth.

MANAGEMENT reserves the right to modify the conditions of each booth, within reasonable criteria, modifying the locations, dimensions or shape as requested, when the concept, configuration, or distribution of the overall exhibition space so require.

Each EXHIBITOR shall be informed of its booth assignment with a copy of the map of the entire Fair, indicating its exact location.

## 11 INSPECTION OF THE ARTWORK ON DISPLAY

The MANAGEMENT, advised by the COMMITTEE, shall inspect the booths, both during setting-up and throughout the duration of ARCOLisboa 2019, in order to supervise and control compliance with the present rules, as well as to verify that the design and presentation of the booth is in accordance with the objective criteria and spatial conception of ARCOLisboa 2019.

In the event of the existence of objections to any of the artworks on display or to be displayed, the EXHIBITOR shall be compelled to resolve the situation that may have motivated such objections, removing the piece or substituting another, admissible one. If not, the booth shall be closed, and the EXHIBITOR shall have no right to any form of compensation.

The supervision and control of these aspects may justify the exclusion of an EXHIBITOR from the next edition of ARCOLisboa, according to Sections 5 (Conditions) and 6 (Selection and Participation) of the present RULES.

## 12 CATALOGUE

ARCOLisboa 2019 will publish a guide of the Fair, in which each EXHIBITOR must appear, under the conditions detailed in the CONTRACT FORM for each programme.

The EXHIBITOR shall contribute to the quality of this and other publications either printed, online or downloadable, by providing the graphic and written material necessary to guarantee its quality and accuracy. The EXHIBITOR shall comply strictly with the deadlines for delivering this material.

## 13 PRESS OFFICE

The mission of the Press Office is to present information regarding the artists and GALLERIES to daily newspapers and the specialised art press.

EXHIBITORS should therefore provide the wide-ranging, accurate information, as well as high-quality graphic material, which may be requested of them.

## 14 PARTICIPATION OF GALLERIES IN THE FRAME OF CURATED PROGRAMMES

Using its own judgement, IFEMA may admit as participants in ARCOLisboa 2019 those GALLERIES AND EDITORS selected by curators appointed to that effect and whose objective will be to increase the presence of the most experimental and emerging art at the fair. Their proposals will contribute to offer the most interesting programme for collectors and international curators. The selection will be approved by the Organising Committee.

## 15 PROMOTIONAL MATERIAL

Below is a table with free of charge promotional material:

	Galerías ARCOLisboa
PUBLIC INVITATION	35
CATALOGUE	1
EXHIBITOR PASSES	4
VIP PASSES	10

## 16 BOOTH ASSEMBLY RULES

### 16.1 SPECIFICATIONS OF MODULAR BOOTH

- Booth open to aisle.
- **Walls:** 19 mm thick chipboard mounted on both sides of 5 cm thick frame, creating a 10 cm thick and 3.66 m high wall on which it is possible to hang objects at any point.
- **Lighting:** 1 x 300 W halogen light on 1 m arm per each 5 sq.m. of booth.
- **Paint:** all walls will be painted in matte white plastic paint.
- **Signage:** using standard lettering, including commercial name, city of provenance and booth number.
- **Floor:** Grey carpet.

### 16.2 PERIODOS DE ENTRADA / SALIDA DE OBRA – ACONDICIONAMIENTO DE STAND

#### Entrance of works:

May 14, 2019. 9am – midnight  
May 15, 2019. 9am – 1 pm

#### Exit of works:

May 19, 2019. 6:30pm – midnight

## 17 OPTIONAL EXTRA SERVICES:

### 17.1 CATALOGUE OF SERVICES

The IFEMA services catalogue includes all the services provided by IFEMA which the exhibitor may contract, as well as fees and conditions. These services may be contracted on [www.arcolisboa.com](http://www.arcolisboa.com) in the “Exhibitors Area”.

## FINAL PROVISION

IFEMA shall not be held responsible for the opinions declared by the COMMITTEE or by any of its members, either before or after the meeting deciding on admissions, in relation with any of the Applications presented.

## ACCEPTANCE OF THE SPECIFIC PARTICIPATION RULES ARCOLISBOA 2019 FROM THE GALLERY

The signatory of the Application Form declares to have read and be aware of the IFEMA General Participation Rules, as well as the Specific Rules for ARCOLISBOA 2019, and agrees to fully accept and abide by them.

The signatory of the Application Form shall, to all effects, be considered responsible to the Management of ARCOLISBOA 2019 as the representative of the applicant gallery.