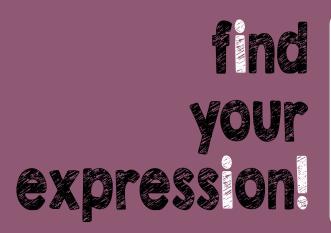


600 sq ft indoor art gallery

1000 sq ft of beautifully designed outdoor exhibition space

Ideal for individual or group art shows, workshops, art demos..

Indoor and outdoor spaces are available separately or together



Inquire: 11 am to 7 pm

11 am to 7 pm +91 9423562530

abhijatkala@gmail.com raviparanjape.org

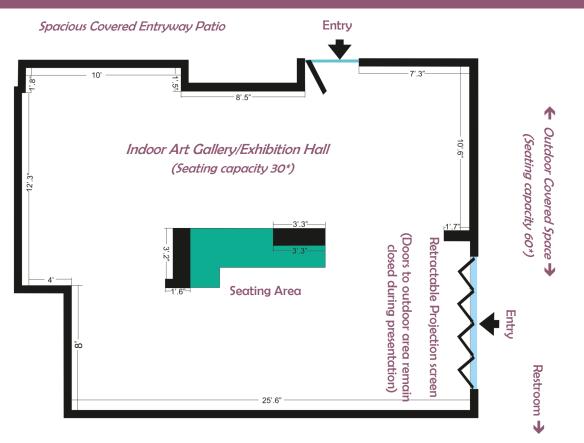
The Ravi Paranjape Studio 1 Rutika Apartments 1098/5-A Model Colony Shivajinagar, Pune 411016





The Ravi Paranjape Studio

Art Gallery and Exhibition Space Information



- 600 sq ft indoor art gallery/exhibition hall with 100 linear ft. of wall space .
- Professional artworks hanging system and lighting. Hanging hooks are at 72" from ground, you may pre-string your artwork accordingly.
- A/C available upon request.
- Extra chairs available upon request
- Projector facility available at extra cost. Please inform at least 2 days in advance if you need projector setup, for testing the equipment with your computer for a glitch free presentation.
- Specious covered entryway patio to setup your welcome center or pop-up shop
- 1000 sq ft outdoor covered patio is an immaculately designed cozy space. This space consists of

 a ground floor area surrounded by walls offering privacy, and beautifully manicured flower beds with step seating, ideal for art demos and workshops.
- The indoor art gallery and the outdoor space can be booked together or individually, subject to availability. *Seating capacity may vary depending on your requirement.
- Courteous staff and reasonable rates.
- View the pictures of past events at TRPS at facebook.com/theraviparanjapestudio AND Instagram/therviparanjapestudio
- Please contact us at +91 9423562530 OR abhijatkala@gmail.com if you have any specific requirement.



The Ravi Paranjape Studio

Reservation, Facility Charges and Refund Policy

- Please read and understand the terms and conditions before applying for reservation. Our indoor or outdoor areas can be reserved for art related or similar events, exhibitions, workshops, book club etc. We do not offer the space for family-style, political or religious functions.
- Contact us to ensure space availability BEFORE sending the application.
- Facility can be reserved for up to 7 consecutive days.
- Facility will remain open for your event between 11 am to 7 pm during the reservation period.

Facility	Charges per day	Refundable Security Deposit
Indoor art gallery only	₹2500/-	₹3500/-
Outdoor space only	₹2000/-	₹3000/-
Indoor and Outdoor spaces together	₹4000/-	₹5000/-
Commercial Requirement (using the facility for filming etc.) indoor and outdoor space	₹7500/-	₹8500/-
Projector & screen	₹500/-	-
Help for artwork display/take down at your event. (*Subject to helper availability)	₹300/- per person	Directly payable to helper

- <u>We do not offer hourly reservations.</u> These rates are applicable for exhibitions/events/workshops up to 7 consecutive days.
- Please contact us at 91 9423562530 OR abhijatkala@gmail.com if you need the space for longer than 7 days OR if you have any specific requirement (Custom rates may apply).

Refundable deposit and facility refund policy

- Full charges plus refundable security deposit is required in advance at the time of reservation.
- The security deposit will be refunded in full at the end of the event after the premises are vacated in satisfactory order. Deposit may be fully or partially deducted if there is any property damage at the time of vacating.
- A full refund including the security deposit will be given if the reservation is cancelled up to thirty days before the first day of the event.
- In case of cancellations before less than thirty days of the first day of the event, the security deposit will be deducted and the rest of the advance will be refunded.
- No refund of the facility charges after the event begins, even if the event is canceled or the duration is shortened for any reason. The security deposit will be refunded upon the final inspection of the gallery as per the policy.

Facility Charges and Security Deposit Payment

Preferred method : UPI payment to : +91 9423562530

Contact us at +91 9423562530 OR abhijatkala@gmail.com for bank transfer or cheque payment

The Ravi Paranjape Studio Art Gallery & Exhibition Space Reservation Terms and Conditions-

- A. Acceptance of your proposed event at TRPS space, is at the TRPS managing committee's discretion. Please read and understand the terms and conditions before applying for a reservation. TRPS indoor or outdoor areas can be reserved for art-related or similar events, exhibitions, workshops, book club discussions, etc. We do not offer the space for family-style, political, or religious functions OR on an hourly basis.
- B. Please speak with the gallery staff at the time of booking if you have any special requests, special event duration, or any special requirements for consideration.
- C. The entire exhibition/event is subject to approval by members of TRPS before the opening. The gallery reserves the right to have works taken off the exhibition, which are contradictory to the gallery's policy. **TRPS does not take any commission on the sold artworks/products of the exhibitor.**
- D. Exhibitor/event coordinator is required to accept the terms and conditions at the time of reservation.
- E. Reservations are non-transferable.
- F. Tobacco, alcohol products, etc. are not allowed within the studio premises. It is a strictly no-smoking zone.
- G. Light snacks and tea/coffee/non-alcoholic beverages may be served to the guests on the opening morning with prior permission from the TPRS management. Strictly NO food or drinks in the indoor gallery area.
- H. Our cleaning staff cleans the premises every morning before the gallery opens. Keeping the TRPS premises clean during the event is the exhibitor's shared responsibility.

TRPS Art Gallery and Exhibition Space Rules

- I. Reserved area(s) will be handed over to you from 5:00 pm to 8.00 pm on the previous evening of the exhibition opening day for setting up the show.
- J. Exhibitor/coordinator should pack up on the last day of the exhibition and clear the TPRS premises by 8:00 pm
- K. Do not use nails, staples, glue, any type of adhesive tape, or anything that may stain/damage any surface or floor. The indoor gallery is equipped with a channel and hook system to hang the artwork.
- L. FYI Hanging hooks are at 72" from the ground, you may pre-string the artwork accordingly.
- M. Arrangements to display and take down the artwork shall be made by the artist/exhibitor. The Studio does not have a permanent staff for this purpose at this time. The studio can arrange help at an extra cost of Rs. 300/- per person per day at request. Payable directly to the helpers.
- N. The Studio will provide one table and four chairs to the artists/exhibitors. More chairs will be available upon request. There is also extra seating arrangement inside and outside at the front of the gallery. Any special furniture or equipment required will need to be arranged by the artist/exhibitors themselves with prior permission from the gallery.
- O. Arrangements and cost of transportation, packing of paintings, and exhibits will have to be made by the artist/exhibitors.
- P. Any adjustment of lighting, electronic systems, or other equipment will be done by the gallery staff only.
- Q. It is expected that the artist/exhibitors maintain the dignity and the environment of the art gallery. You are expected to treat the gallery space and belongings owned by the gallery with care and respect.
 - 1. NO live oil lamps/lights (Samai, candles) inside the indoor gallery space due to fire hazards. The gallery will arrange a Samai with tea-lights for the opening ceremony OUTSIDE of the indoor space upon request in advance.
 - 2. NO rangolis or decoration except flower petals rangoli in the DESIGNATED areas only.
 - 3. Please do not remove or move the potted plants.

- R. A representative on behalf of the artist/exhibitor will have to be present in the gallery from 11:00 am to 7:00 pm daily through the entire exhibition/event.
- S. All exhibitors and their associates are expected to conduct themselves with dignity while on the premises of The Ravi Paranjape Studio. Any unruly or objectionable behavior will strictly not be tolerated and may result in the cancellation of the reservation of the concerned artist/exhibitors and the artworks removed from the gallery without any refund of the advance or security deposit.
- T. TRPS is not responsible for the loss of or damage to the personal belongings of the exhibitor/visitors or the exhibited artwork. TRPS is not insured to cover damage of any kind to the exhibitor's work.
- U. The outdoor premises of the gallery, except for the designated space in front of the gallery, will be out of bounds for the exhibiting artists/exhibitors unless outdoor space is also booked by the exhibiting artists/exhibitors.
- V. If any other workshops/activities/programs are being held in the outdoor space during the exhibition hours, the doors that connect with the outdoor space will remain closed.
- W. The Studio will not be responsible for the publicity of the exhibition/art event. However, we will display the flyer on our social media handles and distribute the information to our mailing list. Space will be provided for displaying the event poster in the gallery.
- X. Please provide the PRESS NOTE at least 10 days before your event for us to submit it in time.
- Y. TRPS may use photographs taken at your event in TRPS promos. Please let us know if you don't want us to use the photographs because of the proprietary nature of your exhibit, or any other reasons.

Exhibition Proposal and Gallery Reservation Request

Please send a proposal for the gallery reservation for your exhibition. Our expert committee will review your proposal and reply to you in writing within 30 days from the proposal's submission date.

The proposal must include:

- Application
- Images on a pen drive <u>OR</u> attach to email. No hard copies.
- <u>For Solo exhibitor or workshop conductor</u> *artist/exhibitor's profile, 5 images of the artwork
- <u>For Group</u> *Listing of all participating artists, profiles of the artists, 5 images of the artworks of each artist
- <u>For Gallery</u> *Gallery profile, 10 Images of artworks.

Please note: The Ravi Paranjape Studio reserves the right to accept or reject proposals. Submitting a proposal doesn't guarantee desired dates at the gallery.

Once the reservation is confirmed and the dates are allotted, you will be required to make the payment in full within three days of the intimation to confirm your reservation. We request you to exchange all information regarding the reservation or cancellation of the gallery with us in writing at abhijatkala@gmail.com

Deliver the paperwork personally at the studio <u>OR</u> scanned copies by email to abhijatkala@gmail.com <u>OR</u> by post addressed to:

The Ravi Paranjape Studio, 1-Rutika Apts., 1098/5-A Model Colony, Opp. Model Colony Post Office, Shivajinagar, Pune- 411016, India E-Mail: abhijatkala@gmail.com Phone No.: 91 9423562530 Web: www.raviparanjape.org

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---- PRINT, COMPLETE AND SUBMIT ----



Gallery & Exhibition Space Reservation Application

'The Ravi Paranjape Studio'

1 Rutika, 1098/5-A Model Colony, Shivajinagar, Pune 411016

Phone : +91 9423562530, Email : abhijatkala@gmail.com, Web : raviparanjape.org

Thank you for considering our space for your upcoming event. Application doesn't guarantee the gallery reservation. Exhibition is subject to the approval of TRPS. The decision will be informed to you upon review. Please read and understand the terms and conditions.

Application Date (DD/MM/YYYY)		
Organization (If Applicable)		
Applicant's Name	Last: First:	
(Individual or representative)		
Email		
Mobile Phone	🛛 WhatsApp OK	
Applicant's Address		
Booking is needed for	Number of days (Max 7 consecutive days) OR as agreed	
SPACE REQUIREMENT	□ Indoor ONLY, □ Outdoor ONLY □ Indoor AND Outdoor together □ Other : Indoor for days and Outdoor for days	
Projector and screen needed	🗆 Yes 🖾 No	
Briefly describe the event		
Proposed Dates (DD/MM/YYYY)	Start date End date	
Exhibitor	□ Individual, □ Group, □ Gallery, □ Other	
Exhibition/Event Type	□ Paintings □ Sculptures □ Photography □ Workshop □ Other	
Need help with artwork	□ Yes. Need help with artwork display at extra charge □ No	
Samai required for opening	□ Yes. I agree to related terms □ No	
We plan on serving snacks/non-	□ Yes. I agree to related terms □ No	
alcoholic beverages	Need cleaning help from gallery at extra charge Yes No	
Enclosed with Application	□ Artist's profile, All artists in group shall provide individual profiles	
(select applicable)	Gallery profile and information	
	Up to 5 images of the artwork of each artist.	
	(Email to abhijatkala@gmail.com. No hard copies.)	
Declaration	□ I have read and agree to the terms & condition, facility charges and	
Declaration	the refund policy	
	X	
	Applicant's signature, Date (DD/MM/YYYY)	



Gallery & Exhibition Space Reservation Application

'The Ravi Paranjape Studio'

¹⁰ 1 Rutika, 1098/5-A Model Colony, Shivajinagar, Pune 411016 Phone : +91 9423562530 , Email : abhijatkala@gmail.com, Web : raviparanjape.org

PAYMENT RECORD & NOTES

——— TRPS USE ONLY ———

BOOKING DETAILS	□ Indoor ONLY, □ Outdoor ONLY □ Indoor AND Outdoor together □ Other : Indoor for days and Outdoor for days	
BOOKING DATES (DD/MM/YYYY)	Start date End date	
PAYMENT DATE		
BOOKING AMOUNT		
SECURITY DEPOSIT		
TOTAL AMOUNT RECEIVED		
PAYMENT MODE AND DATE		
RECEIVED FOR TRPS BY		
SECURITY DEPOSIT REFUNDED		
REFUND MODE AND DATE		
REFUND PROCESSED BY		

NOTES :