



art gallery exhibition space

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

**find
your
expression!**

Inquire:

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

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

- We do not offer hourly reservations. 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 TRPS 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 TRPS 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 OR attach to email. No hard copies.
- For Solo exhibitor or workshop conductor - *artist/exhibitor's profile, 5 images of the artwork
- For Group – *Listing of all participating artists, profiles of the artists, 5 images of the artworks of each artist
- For Gallery – *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 OR scanned copies by email to abhijatkala@gmail.com OR 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



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 (Individual or representative)	Last: _____ First: _____
Email	
Mobile Phone	_____ <input type="checkbox"/> WhatsApp OK
Applicant's Address	
Booking is needed for	_____ Number of days (Max 7 consecutive days) OR as agreed
SPACE REQUIREMENT	<input type="checkbox"/> Indoor ONLY, <input type="checkbox"/> Outdoor ONLY <input type="checkbox"/> Indoor AND Outdoor together <input type="checkbox"/> Other : Indoor for _____ days and Outdoor for _____ days
Projector and screen needed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Briefly describe the event	
Proposed Dates (DD/MM/YYYY)	Start date _____ End date _____
Exhibitor	<input type="checkbox"/> Individual, <input type="checkbox"/> Group, <input type="checkbox"/> Gallery, <input type="checkbox"/> Other _____
Exhibition/Event Type	<input type="checkbox"/> Paintings <input type="checkbox"/> Sculptures <input type="checkbox"/> Photography <input type="checkbox"/> Workshop <input type="checkbox"/> Other
Need help with artwork	<input type="checkbox"/> Yes. Need help with artwork display at extra charge <input type="checkbox"/> No
Samai required for opening	<input type="checkbox"/> Yes. I agree to related terms <input type="checkbox"/> No
We plan on serving snacks/non-alcoholic beverages	<input type="checkbox"/> Yes. I agree to related terms <input type="checkbox"/> No Need cleaning help from gallery at extra charge <input type="checkbox"/> Yes <input type="checkbox"/> No
Enclosed with Application (select applicable)	<input type="checkbox"/> Artist's profile, All artists in group shall provide individual profiles <input type="checkbox"/> Gallery profile and information <input type="checkbox"/> Up to 5 images of the artwork of each artist. (Email to abhijatkala@gmail.com. No hard copies.) <input type="checkbox"/> Not Applicable
Declaration	<input type="checkbox"/> I have read and agree to the terms & condition, facility charges and the refund policy X _____ Applicant's signature, Date (DD/MM/YYYY)



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PAYMENT RECORD & NOTES

——— *TRPS USE ONLY* ———

BOOKING DETAILS	<input type="checkbox"/> Indoor ONLY, <input type="checkbox"/> Outdoor ONLY <input type="checkbox"/> Indoor AND Outdoor together <input type="checkbox"/> 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 :