

FERIARTE

Feria de Antigüedades y Galerías de Arte
Antiques and Art Galleries Fair

23 Nov
01 Dic/Dec
2024

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Exhibitor Guide

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1. General information about Feriarte

These Specific Regulations govern the participation of exhibitors in FERIARTE 2024 and are complementary to IFEMA MADRID's General Rules for IFEMA MADRID's General Rules of Participation for all events. These rules are available to all users on the IFEMA MADRID website.

This document sets out the objectives and specific conditions that regulate the application process and the participation of exhibitors in FERIARTE.

1.1. Organization

IFEMA MADRID organises the annual Antiques and Art Galleries Fair, FERIARTE, which is conceived, managed, run and administered by the management, implementation and administration of this event is the responsibility of the Management appointed for this purpose. The FERIARTE Management works in close collaboration with the Exhibitors' Advisory Board, known as the Organizing Committee.

The Organizing Committee will include representatives of the institutions that make up IFEMA MADRID and exhibitors will be represented on the Organizing Committee, other institutions, organizations and persons whose tasks and functions are close to the functions are close to the purpose of the fair.

The appointment of the Organizing Committee will be the exclusive responsibility of IFEMA MADRID.

The Organizing Committee essentially represents the interests of exhibitors before IFEMA MADRID.

Membership of the Organizing Committee is honorary and unpaid. The function of this Committee is to advise IFEMA MADRID in the preparation of FERIARTE and to provide it with support it, both in general issues related to the fair (date, content, etc.), as well as on specific issues (selection of participating companies, advertising campaign participating companies, advertising campaign, catalogue, activities, etc.).

1.2. Objective

FERIARTE aims to exhibit and sell art and antiques, as outlined in section 7.1 (works to be exhibited).

In addition to the usual exhibition items at FERIARTE, a selection of luxury brands featuring unique items such as automobiles, wines, spirits, watches, etc., may also be exhibited exclusively by invitation from IFEMA MADRID. These items, at the discretion of IFEMA MADRID, are expected to bring added value and prestige to the event.

1.3. Acceptance of the rules

The signatory of the Participation Request shall act on behalf of the exhibiting/applicant firm before the FERIARTE management, and for all intents and purposes, as the representative of the said firm, committing themselves and their employees to accept the present Specific Rules of Participation and Admission of Pieces, as well as the General Participation Rules of IFEMA MADRID, and the terms and conditions reflected in the Participation Request.

1.4. Fair sectorization

In this edition, as a trial, there will be no sectorization and separation between art galleries of the 19th - 21st centuries and antique dealers. Both areas will choose their stands in any zone of the pavilion. An alternative selection order will be established to promote the alternation of both sectors throughout the pavilion, as outlined in section 2.4.



2.1. Invitation to participate

Participation of antique dealers and art galleries in FERIARTE is primarily by invitation from IFEMA MADRID, upon recommendation by the Organizing Committee. This process involves the prior evaluation by the said Committee of which exhibitor firms from the previous edition meet the quality criteria established in FERIARTE regulations and are thus invited to participate in the next edition.

The Organizing Committee will propose to IFEMA MADRID to reject or suspend an exhibitor's participation in the current or future editions of FERIARTE if any of the following causes occur:

- Non-compliance with the Specific and/or General Rules.
- Non-compliance with the conditions stated in the Participation Request.
- Presentation or sale of counterfeit or dubious identity works.
- Assessment by the Organizing Committee that the exhibited works do not meet the general level of FERIARTE, in accordance with the provisions of sections 7.1 (Works to be exhibited) and 7.2 (Non-admitted objects) of these Specific Rules.
- Assessment by the Organizing Committee that the stand's decoration and presentation do not meet the general level of FERIARTE, in accordance with section 8 (Exhibitor's obligation) of these Specific Rules.

2.2. Participation request

Additionally, to the invitations extended by IFEMA MADRID, antique dealers and art galleries who have not been invited to FERIARTE may request their participation subject to the following requirements:

2.2.1. Requirements

- Submission of a written statement expressing their interest in participating in the fair, accompanied by a professional curriculum vitae showcasing acquired experience, activities, participation in fairs, specialization, and any other aspects they deem relevant for evaluation.
- Preparation and submission of a dossier containing a selection of artworks to be exhibited at FERIARTE, which must comply with the admission conditions established in the **Specific Rules of Participation and Admission of Pieces of FERIARTE**. These Rules can be requested at the FERIARTE Office or directly consulted on the fair's website. In the event that the Specific Rules of Participation and Admission of Pieces for the requested edition are not established at the time of submitting the aforementioned documentation, the rules of the previous edition will be used as a model. This fact will be taken into account by the Organizing Committee when evaluating the submitted documentation.
- Upon receipt of the documentation under the specified conditions, the FERIARTE Management will acknowledge receipt of said request in writing.
- The Organizing Committee of FERIARTE will analyze all the dossiers provided by the requesting Antique Dealers and Art Galleries, containing information about their professional background and achievements, as well as graphic and technical documentation of the artworks that could be exhibited at FERIARTE.
- The artworks must be presented in photographs, accompanied by a brief description citing all relevant data for each piece (origin, period/date, material, artist's name, artwork title, technique used), and any other information facilitating the identification of the artwork, along with **copies of any certifications they possess**.

2.2.2. Evaluation criteria

The Committee will evaluate based on the following criteria:

- Professional trajectory of the requesting firm.
- Quality of the artworks.
- Prestige acquired.

2.2.3. Organizing Committee

The Organizing Committee makes its decisions freely and under its own responsibility. In making its decisions, it takes into account the information provided by the requesting firm, as well as that which it possesses as a result of its experience and knowledge. Deliberations, ratings, and classifications will be confidential, although the score obtained will be communicated to the applicant in writing, as well as the decision taken regarding their participation or not, in accordance with the conditions set forth in these Specific Rules of Participation and the classification obtained.

2.2.4. Deadlines

The application dossier should be sent by e-mail to **feriarte@ifema.es** or by post to FERIARTE/IFEMA MADRID Avenida del Partenón, 5, 28042 MADRID. Applications for the current edition will be given preference before 14 June 2024. Applications submitted within this period will be reviewed by the Organising Committee before spaces are allocated.

Applications received once the general allocation of spaces has taken place will be subsequently reviewed by the Organising Committee, if space is available, in order to admit new participants or to be included on the waiting list, or to be included in the waiting list.

2.2.5. Classification and Communication of Spaces

The Management will communicate the obtained score in writing and with justification to the requesting company. The company may request a review of the score within ten business days following the receipt of the communication, by presenting in writing the reasons it deems appropriate, in accordance with Clause 2.3.1 of these Specific Rules.

The obtained score, along with the availability of space for the requested edition, will determine the number of new companies admitted to the current edition..

In the event of insufficient space to accommodate all companies with a sufficient score, they will be placed on a Waiting List in strict order of score, with the opportunity to obtain a space at the fair when a cancellation occurs.

Upon acceptance of participation in FERIARTE, the Management will notify the requesting company of its Exhibitor status. Within a maximum of 7 business days from the date of receiving the notification, the company should formalize the Participation Request form and make the necessary payments.

2.3. Mediation Commission

There is a Mediation Commission within the Organizing Committee, which will serve as an observer during the evaluation of dossiers by the said Committee and, as a second instance, will address the complaints of applicants who have been denied participation in FERIARTE, as well as those arising from the non-admission of pieces in the process of expert assessment of pieces that takes place in the hours before the start of the event.

This Commission will consist of three members: a representative from the City Council of Madrid, another from the Autonomous Community of Madrid, and a third member who will be a professional with recognized prestige and experience in the valuation of artworks. The third member cannot be an exhibitor unless they are participating on an institutional basis.

2.3.1. Procedure for handling claims arising from the denial of participation in FERIARTE.

The procedure of action of the Mediation Commission will be characterized by brevity and succinctness, with the participation of all parties involved according to the procedure detailed below:

- The request for review and the reasons supporting it must be submitted in writing within ten business days from the notification to the exhibitor by IFEMA MADRID of the rejection of their request to exhibit at FERIARTE.
- The Mediation Commission must resolve within 20 business days following the submission of the request for review..
- If, upon review, the score is found to be favorable to the applicant, the Participation Request will take effect if there is available space to be allocated. Otherwise, the applicant will be placed on the waiting list, according to their position based on their score, and their participation will be conditioned on the eventual availability due to space cancellations. Under no circumstances will the score of an applicant, whose file has been reviewed, result in the exclusion of a company with allocated space.

2.3.2. The decisions made by the Mediation Commission are final and cannot be appealed.

IFEMA MADRID declines all responsibility regarding indemnities for expenses incurred by the requesting company in relation to their participation request in FERIARTE.

2.3.3. Procedure for handling claims arising from the withdrawal of pieces by the Works Admission Commission.

The functions of the Mediation Commission are:

- Ensure that both the expertise process and the review of claims regarding pieces that have been rejected are conducted with guarantees and in accordance with the procedures established by the organization.
- Provide an appropriate response to exhibitors' claims, either by confirming the experts' decision to reject the piece or, if necessary, by revising the criteria and accepting the piece.

The appeal against the Works Admission Committee's decision to reject any object for exhibition must be submitted within a maximum period of 24 hours to the Exhibition Secretariat, once the exhibitor has received the response to the claim submitted, in accordance with the procedure described in section 3.

The Exhibition Management will present this appeal to the Mediation Commission for resolution within 48 hours of receipt.

2. Participation procedure

2.4. Space allocation

Space allocation will be carried out through a lottery to determine the order for selecting the stand location. Exhibitors will be grouped according to the requested area. Each exhibitor will choose their space during their assigned turn determined by the lottery.

In this edition, as a trial, there will be no sectorization or separation between Art Galleries from the 19th century and antique dealers.

Each exhibitor will be able to choose their location in the fair according to a parameter of alternation aimed at promoting the effective mixing of stands from each sector.

Once the turn for each exhibitor within their group (F, E, D, C, B, A) has been determined by lottery, participants from each sector will alternate in choosing their space. For example, if the first in the turn of their group is an antique dealer, the next to choose will be the closest in turn from the art galleries sector, and vice versa.

Space allocation will take place via video conference, and the date will be communicated in advance. All exhibitors will be convened in the following groups: F (6 modules), E (5 modules), D (4 modules), C (3 modules), B (2 modules), and A (1 module).

New exhibitors, those who did not participate in the previous edition, will choose their stand subsequently using the same procedure.

In the event that the applicant or their representative does not attend, the Exhibition Management will allocate the stand according to the instructions received, and failing that, at its own discretion.

To access the stand selection, the exhibitor, upon receipt of the invitation to participate, must have paid 15% of the amount for the requested space before **June 24, 2024**.

The FERIARTE Management reserves the final decision regarding the definitive placement of the stands, and may modify the initial floor plans with the knowledge and approval of the Organizing Committee.



3. Procedure for exhibiting pieces

3.1. Goods entry and stand decoration

The dates for exhibitors to access with their goods are:
Tuesday, November 19, and Wednesday, November 20, from 08:30 to 21:30. There will be no entry of pieces from outside after these dates.

In the event that, exceptionally, a piece cannot be brought in during the indicated period, the exhibitor must notify the Exhibition Secretariat in writing before the last day of goods entry, justifying and documenting the impossibility. This will be studied and ratified by the Organizing Committee, indicating, if applicable, the time when it will be reviewed. A description of the piece and any available documentation must be provided. Without this requirement, the admission of the piece is not guaranteed.

3.2. Inspection of exhibited works

Works Admission Committee

In order to carry out the inspection of works, IFEMA MADRID delegates to an Works Admission Committee, a list of which is made public through the the digital catalogue of the event.

The Management of the Fair, together with the Organising Committee will appoint the members of the Works Admission Committee for each edition which will be made up of personalities from the world of the the arts, academics and professionals of recognised prestige and knowledge.

The Works Admission Committee will be headed by a chairman who will coordinate and resolve any possible issues arising from the work of this Committee.

The inspection of the exhibited works shall be carried out without the exhibitor's presence, prior to the opening of the fair to the public.

The Works Admission Committee will review the exhibited works and determine their admission or rejection according to the rules described in section number 7.

The admission committee will proceed to label with a red tag those pieces it deems unsuitable for exhibition at the event.

Any changes in the description of a piece or notification to the exhibitor about the piece will be delivered to the exhibitor on a yellow tag. This tag does not imply the withdrawal of the piece but rather proceeding with what the committee requests on it.

The Contest Secretariat will take note of all tags, taking photographs of the pieces to be removed.

3.3. Calendar and procedure for the artwork inspection:

3.3.1. Thursday, 21st of November, from 09:00 to 21:30.

The inspection of pieces will be carried out both at the stands and in the warehouse-customs area.

On this date, the stands must be set up and decorated for the Works Admission Committee to examine them. During this activity, access to the exhibition hall is prohibited for exhibitors or their employees.

The inspection of pieces will take place exclusively on the mentioned day, so all pieces intended for exhibition throughout the fair must be present either at the stand or in the warehouse-customs area.



3. Procedure for exhibiting pieces

The merchandise deposited in the warehouse-customs area must bear both the identifying label with the stand name and stand number, as well as the technical description label with which it will be exhibited at the stand.

All documentation pertaining to the piece must be kept with it during the inspection days. Section 7 specifies the pieces that must be accompanied by their corresponding documentation.

During the inspection day, all furniture, display cases, desks, or storage areas in the stand must be **open or have the keys left in their locks** to facilitate the proper inspection of all objects contained within them. No object should be packed or stacked in a way that hinders inspection.

The keys to display cases that exhibitors do not wish to leave open may be handed over only at the contest secretariat on Wednesday before 20:30 hours. The keys must be labeled with the name of the person handing them over, as well as the name of the exhibiting company and stand number. On Friday, the exhibitor must collect the keys from the Secretariat.

If the committee cannot inspect the contents of any display case, furniture, or storage area in a stand, the removal of all uninspected pieces will be required.

3.3.2. Jewelry Stands Inspection

Due to the exceptional nature of the merchandise, the inspection of jewelry stands will take place on Thursday, 21st, from 14:00 to 21:30 for full stands, and on Friday, November 22nd, from 10:00 to 14:00 only for stands with small display cases. Jewelers will be notified of a specific time to arrange the pieces for inspection.

Upon the arrival of the Works Admission Committee at the stand, the exhibitor must leave the stand during the inspection and cannot intervene.

Once the inspection is completed, the exhibitor will be called to learn the results of the inspection and proceed to remove any pieces that have not been admitted, if necessary.

3.3.3. Results of the Piece Inspection

Exhibitors will have access to their stands on **Friday, November 22nd, from 09:00 to 14:00** to check the results of the piece inspection. **In case there is any rejected piece marked with a red tag, the exhibitor must remove it from their stand or from the warehouse-customs area before 12:00.** Failure to comply with this rule may result in the immediate closure of the stand.

In the case of bulky pieces, the exhibitor must be prepared to move the pieces within the specified time frame, and the inability to remove them is not considered justification. If the rejected pieces are not removed within the established time frame, the Event Management may request the official fair carriers to transfer them to the general warehouse, and the costs associated with this transportation will be billed to the owner, who will be responsible for these pieces.

The pieces can be removed to the "general warehouse" or taken outside. In both cases, at the time of removal, the red tag of the piece will be handed over to the control personnel.

Any piece deposited in the warehouse must maintain, at all times, the identifying label with the exhibitor's name, stand number, and description of the piece, which will be provided by the control personnel.

If, during the fair, the organization finds a piece in a stand that does not comply with these admission rules, the exhibitor will be required to immediately remove it from the stand.



3. Procedure for exhibiting pieces

3.4. Complaints regarding non-accepted exhibits

Exhibitors may submit a written and reasoned complaint to the Works Admission Committee in the event of a piece not being admitted, attaching the documents in their possession. To do so, they must fill in the form provided by the organizers and hand it in to the control staff at the warehouse or to the Secretariat **between 09am and 11am on Friday 22nd November.**

The parts claimed for inspection must be **placed in the parts store placed in the warehouse from 09am to 12pm**, otherwise the claim will not be processed otherwise the claim will not be dealt with.

The Committee will not check the exhibits on the stands.

Any piece that has not been claimed within the established time limit must be withdrawn from the exhibition and may not be claimed at any other time.

Claims received will be reviewed on the same day. **The response to the exhibitor will be delivered to the stand between 6pm on Friday 22nd and 7pm hours on Saturday 23rd November.**

3.5. Warehouses

IFEMA MADRID provides exhibitors with a series of spaces to deposit pieces.

Each piece deposited must have an identification label (exhibitor, stand number, description of the piece) which will be provided by IFEMA MADRID staff.

IFEMA MADRID declines all responsibility in the event of theft, robbery, breakage or deterioration of any merchandise deposited there.

Exhibitors will have access to the warehouses from 10.30am to 9pm during the days of the fair.

3.5.1. Warehouse-customs office

The exhibitor has a warehouse called CUSTOMS to deposit the replacement parts to be exhibited at the fair. The entry of parts into customs will only take place on the 19th and 20th, during the established hours. Exceptions will be governed according to stipulation 3.1.

Customs inspection shall be carried out exclusively on 22 November.

All goods deposited at CUSTOMS must carry both the identification label with the name and number of the stand, the description of the piece and the label with its technical and commercial description with which it will be exhibited at the stand.

3.5.2. General Store

Todas las piezas que resulten rechazadas para exposición tanto en la aduana como en el stand deberán ser retiradas al almacén general o al exterior.

3.5.3. Storage of recalled parts for second overhaul

There shall be space provided for the storage of only those parts for which a second overhaul has been requested. Under no circumstances shall claims review be carried out elsewhere. The deadlines and procedure for submitting claims are described in section 3.4.

3.6. Removal of goods sold during the show

Once the review of exhibits has been completed and the requirements have been met by the exhibitors, the Show Management will issue the **Exit Vouchers**, for the exit of exhibits sold abroad, which must be used.



3. Procedure for exhibiting pieces

The delivery of the vouchers will start on Friday 22nd at 4.30pm.

All sections of the exit vouchers must be fully completed so that the exit control staff can check the correspondence between the piece sold and the description on the exit voucher.

It is the responsibility of each exhibitor to keep the vouchers, as well as their personal and non-transferable use.

3.7. Opening

On Friday 22nd, exhibitors will have access to the hall one hour before the opening time from 5pm onwards.

Unless another programme is determined, which will be announced sufficiently in advance, the official opening will be from 7pm to 9.30pm, with the doors opening to the public at 6pm.

Attendance at the opening will be by invitation of the exhibitor and/or the event.

3.8. Opening to the public

FERIARTE will be open to the public from Saturday 23 November to Sunday 1 December 2024, at the following times:

- Public opening hours: from 11.30am to 8.30pm.
- Exhibitors' opening hours: from 10.30 am to 9pm.

In the event that the Show Management determines **an extraordinary opening timetable** due to the holding of a special event, exhibitors will be obliged to remain at their stand to attend to the public until closing time. The exhibitor shall be notified of said extraordinary opening hours sufficiently in advance and always before the entry of goods.

No stand assembly or decoration work may be carried out during the days of the fair.

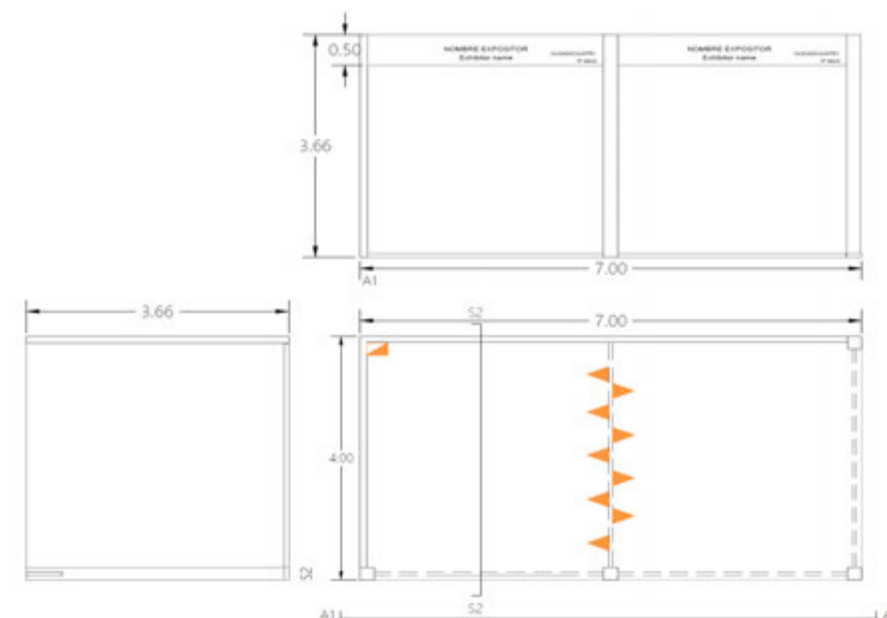
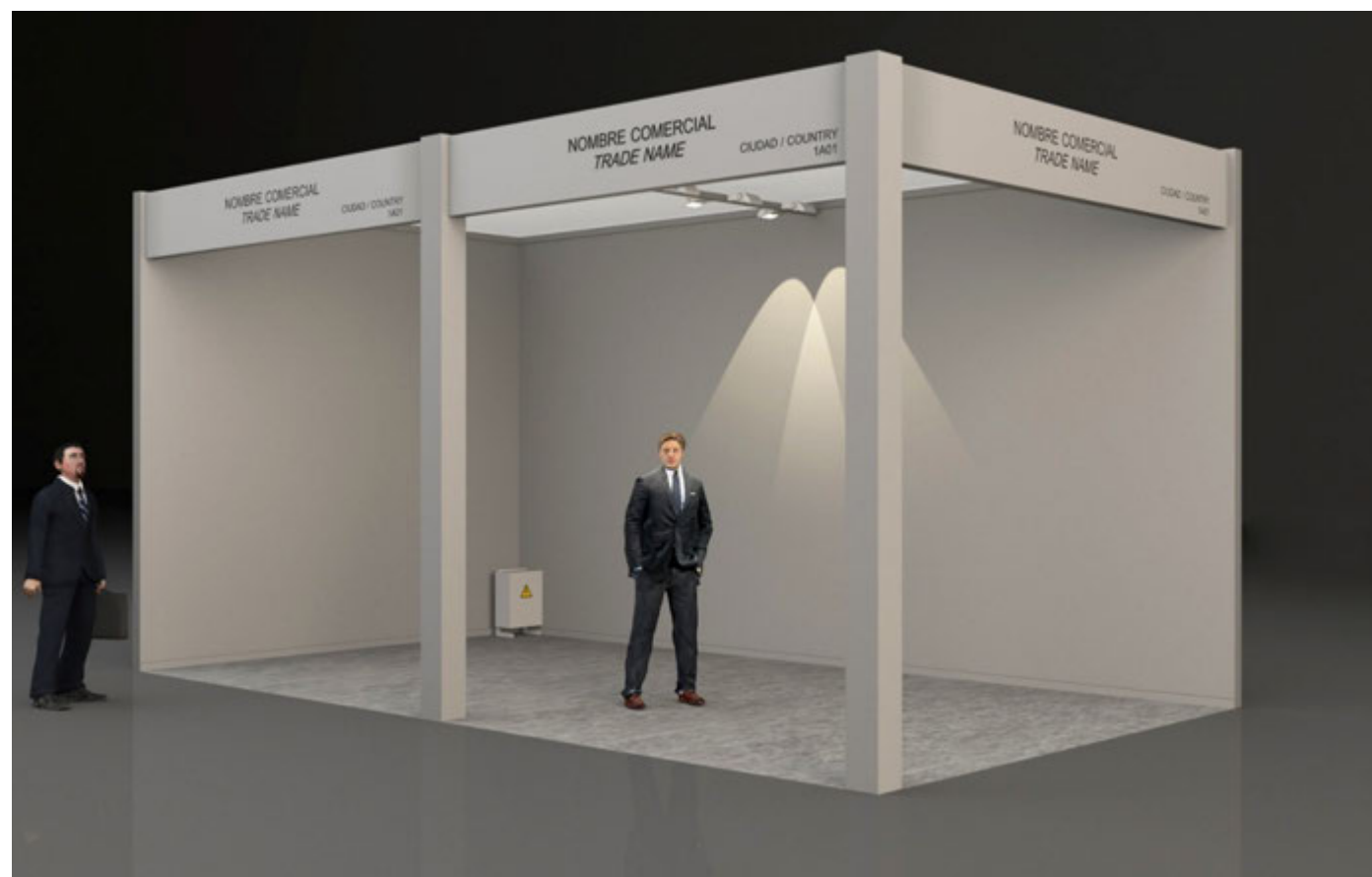
3.9. Removal of goods

The removal of exhibition merchandise, decorative elements and goods deposited in warehouses shall be goods deposited in warehouses must be removed on Monday 2 December from 08.30am to 9.30pm.

Neither the packing of pieces nor the removal of goods on Sunday 1 December is authorized.

Any modification to this timetable will be notified to the exhibitor in due time, and any such changes will be binding.





ORIENTATIVE DRAWING

- The design will depend on the m2 of the stand and the number of aisles.
- It is not permitted to drill holes or cut the panels without the consent of the assembly company. Nailing is permitted.

4.1. FERIARTE's participation includes the space and the modular stand.

TECHNICAL CHARACTERISTICS:

STAND

Stand open to aisles, consisting of 10 cm wide and 3.66 m high chipboard or MDF walls finished in matt plastic paint.

FAIR TYPE CARPETING

The official colour of the fair is Pearl Grey, although the following colours can be chosen free of charge:

- Pearl Grey
- Dark Jasper Grey
- Orange
- Uni Blue
- Beige Mix

WALLS

The official colour of the fair for walls is COOL GREY 2U (light grey), although the following colours can be chosen free of charge:

- Cool Grey 2U
- Cool Grey 10U
- Off-white
- PANTONE 441U (greenish grey)
- PANTONE 9186U (pastel taupe)

SIGNAGE:

Signage with exhibitor's name, stand number and place of origin.

ELECTRICITY AND LIGHTING:

Lighting using warm light LED track spotlights at a ratio of 1 spotlight for every 3 sq.m of stand.

In the interior and exterior areas of the stand walls, a 6 cm high lower skirting board shall be installed.

Any enclosure above the aisle line shall be set back at least 20 cm from the stand boundary.

(*) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

5. Participation fees

5.1 FEES

The minimum surface area for antique dealers and galleries: 1 module, from 28 to 45 sq.m. Services and publications from 12 sq.m onwards.

Space + stand **272 €/sq.m**

5.2 EARLY HIRING DISCOUNT

5% discount on the price of the sq.m + stand if the stand is contracted before **2 July 2024**.

Space + stand 5% discount for early booking **259 €/sq.m**

Participation in the fair implies the contracting of:

5.3

Marketing and Communication Pack : 445 € + VAT (1) which includes:

- **Premium WIFI** with access to 3 users per exhibitor, with a bandwidth of 20 mb. Before the start of the fair, you will receive an e-mail with your access codes. If you have any questions, please contact our Telecommunications Department: telecomunicaciones@ifema.es
- **Presence** at the exhibitors' preview.
- **Floor plan in the hall**, with information on the list of exhibitors and the location of their stand.
- **Plan in hand** for visitors.

Highlighted Digital+ LIVE Connect: 150 € + VAT (1) which includes:

- **Presence and Visibility on the LIVE Connect digital platform**. The permanent platform for meetings, relationships, conversations, knowledge and contacts.
- Exhibitor file (company description, postal address and photographs of pieces and logo).
- Access to the Community of visitors and art lovers.

Fill in and update your company profile data through the LIVE Connect platform, as well as your pieces so that we can promote and disseminate them. This information will be published in the on-line catalogue and pavilion planners.

5.4

Civil Liability Insurance (covers up to 60.000 €): 71,41 € + VAT (1)*.

5.5

Multifair Insurance (covers up to 50.000 €): 67,69 € + VAT (1)*.

5.6

Minimum energy consumption (0.13KW/m2): 7.430 €/m2 + VAT (1)*.

5.7 SIZE OF THE STANDS

A module is between 28 and 45 sq.m.

The application for space will be made by module. Once the space has been allocated, the final total surface area of the stand will be obtained.

For the purposes of calculating compulsory services and the material included in the participation, each stand is a unit, regardless of the initial number of modules.

- Group A (1 module)
- Group B (2 Modules)
- Group C (3 Modules)
- Group D (4 Modules)
- Group E (5 Modules)
- Group F (6 Modules)

(*) Companies established in Spanish territory (excluding the Canary Islands, Ceuta and Melilla): 10% VAT not included. For all other companies, this operation is not subject to Spanish VAT. In the case of companies from the European Union, the exhibitor will be responsible for the VAT which, where applicable, is due in their country of establishment.

6. Methods of payment

To formalize your participation, you can pay by:

- Transfer to: IFEMA MADRID / FERIARTE 2024.

Choose between:

Santander IBAN ES64 0049 2222 5115 1000 1900 SWIFT: BSCHEMMDVVA
IBAN ES89 0182 2370 4000 1429 1351 SWIFT: BBVAESMMCaixa Bank IBAN
ES93 2100 2220 1102 0020 2452 SWIFT: CAIXESBBXXX

Send a copy of the bank receipt to servifema@ifema.es

- Certified cheque, made out to IFEMA MADRID / FERIARTE
- Credit card in a secure environment, accessible at the end of the online application form and subsequently through the Expo Zone.
- In accordance with current regulations, payments in cash or bearer cheques are not accepted.

PAYMENT DEADLINES

- **Before 24 June 2024:** First payment of 15% of the space.
- **Before 10 October 2024:** Second payment of 35% of the space.
- **Before 28 November 2024:** Payment of the remaining amount of the space and services.
- Payment of 50% is essential to access the stand assembly.
- Payment of the final amount due is required to obtain the release of goods permit.
- Proof of payment must be sent in order to consider payment valid before any authorization can be granted. Send to servifema@ifema.es and feriarte@ifema.es



This section is complemented by clauses 7.2 (Objects not admitted) and 7.3 (Certificates).

All exhibited works must be labelled: style, period and author, if applicable, from Thursday 21st to Sunday 1st December (including those deposited at customs).

7.1. Works to be exhibited

With the exceptions indicated in each section, the minimum age required for each object is 100 years.

7.1.1. Furniture

The following will be accepted:

- Furniture more than 100 years old that corresponds to its style or period.
- Original furniture from the Art Nouveau and Art Deco movements and works by 20th century avant-garde artists, as well as furniture from the 1960s and 1970s by artists who, in the opinion of the Admissions Committee, are of recognized prestige and historical/artistic importance.
- Furniture with up to 20% restoration, provided that this is not the main part of the restoration and does not distort the piece of furniture.
- Furniture with metallic applications with renovations of no more than 20%, which must be duly indicated on the descriptive label.
- Chairs, armchairs, sofas, etc. reupholstered, provided that the Committee can verify their authenticity.

They will be rejected:

- Furniture less than 100 years old.
- Veneered and/or transformed furniture.
- Associated furniture: when the lower, upper or interior parts do not correspond to each other in period or style, except in cases where the Admissions Committee accepts them because of their special characteristics.
- Furniture enriched with decorations which do not belong to it (marquetry, painting, lacquering, etc.).
- Furniture which, even if it is 100 years old, does not meet the quality standards of FERIARTE.

7.1.2. Paintings

Original works by contemporary artists of recognized prestige and historical/artistic importance, compatible with the general characteristics of FERIARTE, will be accepted.

All works by artists of an international nature must be accompanied by the corresponding certificate accepted and recognized in the art market or sufficient bibliographical documentation.

This documentation must be placed with each work during the review process for inspection. In order to speed up the process of reviewing the works, it is suggested that a copy of these certificates be sent in advance to the Secretariat of the Competition.

All works must be exhibited with their identifying label indicating author, school, period, technique and support. The original support of the work must be clearly visible.

Reproductions of any kind will not be admitted, nor will copies which, in the opinion of the Admissions Committee, do not meet the conditions of age and quality that it considers essential.

Restoration: Restoration that distorts the work or that affects its main parts will be sufficient reason for the work to be withdrawn.

7.1.3. Sculpture

Original works by contemporary artists of recognized prestige and historical/artistic importance, compatible with the general characteristics of FERIARTE, will be accepted.

All works by international artists must be accompanied by the corresponding certificate accepted and recognized in the art market or sufficient bibliographical documentation.

This documentation must be placed with each work during the review process for inspection. In order to speed up the process of reviewing the works, it is suggested that a copy of these certificates be sent in advance to the Secretariat of the Competition.

All works must be exhibited with their identifying label indicating author, school, period, technique and material.

Reproductions of any kind will not be admitted, nor will copies which, in the opinion of the Admissions Committee, do not meet the conditions of age and quality that it considers essential.

"Multiple" works will not be accepted, i.e. works with a print run of more than **twelve copies**. In the case of "serial" sculpture, the author and technique must also be specified:

7. Rules for the works to be exhibited

- Work numbering: Total number of copies/print run.
- Founder (if known).

7.1.4. Contemporary artists

From the 2023 edition onwards, **a pre-acceptance procedure has been established for all works by contemporary visual artists.** The purpose of this preliminary validation process is to maintain the level of quality required by these admission rules.

At least 2 months in advance, all exhibitors, regardless of the sector in which they are exhibiting, must submit a list of the artists and works they plan to exhibit at Feriarte, to be validated by the organizing committee and experts. This list must be submitted **by email**, in a structured and legible form, before **23 September** to feriarte@ifema.es.

The list of artists and works must be accompanied by the artist's curriculum vitae, showing their career, exhibitions, collections or museums where their work is exhibited and any other information that may contribute to their artistic assessment.

The management of the competition will respond on behalf of the supervisory committee and may admit or reject those artists who do not meet the quality criteria required for Feriarte.

Any contemporary artist's work, within the indicated coordinates, which is presented in a stand at the fair without having gone through this prior validation, will be rejected outright and will not be exhibited.

7.1.5. Graphic work

This denomination includes both engravings and prints **produced by any other non-photomechanical process** (silk-screen printing, lithography, etc.).

Original works by contemporary artists of recognized prestige and historical/artistic importance, compatible with the general characteristics of FERIARTE, will be accepted.

All works by artists of an international nature must be accompanied by the corresponding certificate accepted and recognized in the art market or sufficient bibliographical documentation. This documentation must be placed together with each work during the review process for inspection.

7.1.6. Old graphic work (non-serialised)

The following must be specified:

- Author(s), or failing this, school and period.
- Technique.
- If it is part of a book.

7.1.7. Modern/Contemporary Graphic Works

No print runs of more than 300 copies will be accepted.

The following must be specified:

- Author(s).
- Technique.
- Numbering: number of copies/total print run.
- Signature: "signed on plate/signed on sheet".
- Publisher (if known).
- If it is part of a series/folder/artist's book, state: of the series.../of the folder...of the book....
- Works that form an indivisible part of a book will not be accepted.



7.1.8. Photography

Original and documented photography of the main authors of the historical and period avant-garde, as well as contemporary authors of recognized international prestige, will be accepted.

7.1.9. Silver

In general, silverware made in precious metal or in silver-plated or gilded alloy metals up to 100 years old will be accepted.

Pieces of the same type from the Art Nouveau and Art Deco periods and others made in the 20th century which are the work of silversmiths of recognized prestige or whose quality, in the opinion of the committee, is of outstanding relevance, will also be accepted, always with the limit of 1950.

Under no circumstances will objects be accepted that are the result of excessive restoration (including polishing with a mechanical polisher) or recomposition, even if the latter includes antique elements.

In addition, the label accompanying each object must expressly mention any incident that has altered its original integrity (significant loss or partial modification of any of its elements, including modern gilding or silver plating).

7.1.10. Jewellery and Watches

Jewellery will be examined on Thursday 21 from 12pm to 9.30pm and on Friday 22 from 10am to 2pm.

All pieces must bear the descriptive label.

The exhibitor will be summoned at a precise time, with sufficient time to access his stand and arrange the exhibits for a convenient inspection by the committee.

The exhibitor must wait at his stand for the arrival of the expert and leave the stand while the jewellery is being examined, to return when the examination is completed and he will be notified. The exhibitor undertakes to remove the rejected pieces immediately.

Period jewellery will be admitted; that corresponding to Art Nouveau, Art Deco, Chevalier, Retro and pieces from major firms after 1950, as long as they are accredited by their corresponding certificates and validated by the criteria of the Works Admission Committee.

The following will not be admitted:

- Post-1950 jewellery, with the exceptions mentioned above.
- Imitation of styles or stones: modern zirconia, synthetic stone, strass crystals, etc.
- Cultured pearls, coral or strands of precious stones.
- Pieces with later additions to the central core of the jewellery.
- Recompositions and mountings of old stones on later structures.
- Pieces made in series from old molds.

The pieces must comply with the current regulations in force and be reflected in the legalized photocopy of the Police Book.

Those pieces which have not been checked by the Admissions Committee will not be allowed to be exhibited, and therefore pieces which have not passed the appropriate check will not be allowed to be exhibited under any circumstances.

During the fair, the exhibits will be checked at any time. Photographs will be taken of the showcases in order to keep track of replacements.

Clocks and watches: in addition to period clocks and watches, Art Nouveau, Art Deco, Grand Complication, and major firms and pieces by major firms validated at the discretion of the Works Admission Committee will be admitted.

7.1.11. Textiles: carpets, tapestries and fabrics

Spanish carpets from the Real Fábrica, manufactured up to 1950, will be admitted. Under no circumstances will carpets made after these dates be admitted, not even for decoration of the stands.

Tapestries: tapestries and fabrics must meet the criteria of age, quality and state of conservation required for FERIARTE.

All pieces must be suitably labelled and accessible for inspection.

7.1.12. Oriental Art

For porcelain, bronzes, ivory, cloisson, the general rules established for the rest of the pieces with a minimum age of 100 years will apply, except for Chinese porcelain, for which the limit is established for pieces prior to the end of the reign of Tao Kuang (1850).

For oriental furniture, the rules indicated in the general furniture section shall apply.

All pieces made of terracotta or ceramics from all periods up to the Tang period must be accompanied by a thermoluminescence test.

It should be noted that FERIARTE's Works Admission Committee is not subject to any other prior expertise or certificates of authenticity provided by customs, governments, etc.

7. Rules for the works to be exhibited

Feriarte

7.1.13. Archaeological Antiquities

All original pieces up to and including the 7th century A.D. will be accepted and must be duly documented in accordance with current Spanish legislation.

The reconstruction of pieces must be perfectly distinguishable between the original part and the reconstructed part. In any case, the reconstruction must be specified on its identification label.

The mosaics must be original and conserve their original configuration. Works remade with old tesserae will not be accepted, regardless of the support.

All pieces made of terracotta or ceramics must be accompanied by their corresponding thermoluminescence test.

Terracotta: in case of doubt, a scanner's certificate of the piece may be required.

7.1.14. Ivories

All ivories, from any period and even if they are part of something, must have the documentation in force.

Only pieces carved before 100 years of age will be accepted. Raw tusks will not be accepted.

7.1.15. European porcelain and ceramics

Those manufactured up to 1900 will be admitted. Those manufactured after this date and made with old molds will not be admitted.

Works by 20th century avant-garde artists who, in the opinion of the Admissions Committee, are of recognized prestige and historical/artistic importance, will be accepted.

7.1.16. Glass and glassware

Works manufactured up to 1940 will be admitted. Art Nouveau, Art Deco styles and works by avant-garde authors of the 20th century which, in the opinion of the Admissions Committee, are of recognized prestige and historical/artistic importance.

7.1.17. Tribal Art

Only those pieces - ritual objects, insignia of power or domestic utensils - created in a traditional cultural context, which show signs of having fulfilled their original function and are more than 100 years old, will be accepted.

In the particular case of ethnic jewellery - often reconstituted due to the fragility of their materials - only those with more than 70% original elements and whose design respects traditional canons will be accepted.

7.1.18. Architectural elements

All architectural elements must be at least 100 years old.



7. Rules for the works to be exhibited

Feriarte

7.2. Objects not admitted

- Objects whose manipulation, restoration, reformation, etc., has distorted them from their original function, period or style.
- Unmanufactured objects: ivory, shells, bones, antlers, etc. (even if they include a stand or pedestal).
- Furniture, paintings and objects in a poor state of conservation and presentation which, in the opinion of the Committee, do not meet the required quality conditions or do not correspond to the general standard of FERIAARTE.
- Furniture, objects, carpets, etc., which are introduced into the stand both for decorative purposes and for the exhibitor's use, which may lead to confusion with the objects exhibited for sale.
- Works of art which have not been reviewed by the Works Admission Committee may not be exhibited on audiovisual media.

7.3. Certificates

All certificates of expertise/authenticity and scientific evidence provided will be considered, but will not be binding on the Admissions Committee, and the Admissions Committee's judgement will always prevail.

These proofs/certificates must be kept next to the piece during the days of review of the works. They will be easily located and consulted by the Admission Committee.



8. Exhibitor's Obligations

8.1. Exhibitor's obligations

- To attend the stand continuously throughout the private or public opening hours of the event.
- All exhibitors are obliged to wear the identification badge always provided by the organization.
- They must declare and identify all the works they present.

All exhibited pieces will be accompanied by their corresponding label identifying style, period and author, if applicable, from Thursday 21st to Sunday 1st December (including those deposited in customs and warehouse). The label with the description of the piece must not include additional information about the author and his works. This information may appear on a separate support.

- At the request of the Organisers, a piece may be withdrawn immediately, at any time during the fair, in accordance with clause 3.3.3. of these Rules.
- During the days when the works are being reviewed, all furniture, doors, drawers, showcases, offices and storerooms must remain open or keep the keys in their locks to facilitate the proper inspection of all objects contained therein. Failure to do so may result in the Works Admission Committee requiring the removal of all items contained therein.

The keys to the display cases which they do not wish to leave in place or open may be handed in at the secretariat, as described in section 3.3.1.

- Rectify any labels which, in the opinion of the Works Admission Committee, require modification of the description.

- Remove red-labelled items from the stand on Friday 22 November, from 9am to 11.30am.
- Stand decoration: Adapt the presentation and decoration of your stand in accordance with the general standard of FERIAARTE.

8.2. Prohibited activities

- It is strictly forbidden to trade outside the pavilion itself (storerooms, parking area, patios, entrance hall, etc.).
- It is strictly forbidden to share the stand without the prior knowledge and authorization of the Show Management.
- Auctions: exhibitions and/or distribution of any type of promotional or exhibition material related to auctions, as well as any type of exhibition taking place outside the framework of FERIAARTE, will not be permitted.



9. Online Expo Zone

Private online and interactive area for managing your participation in Feriarte. Once the space for your participation has been allocated, IFEMA MADRID will send you your User and Password to access your **Expo Zone** from the **FERIARTE** website, ifema.es/feriarte

The following documentation will be available for you to access when you receive the access email for your user profile:

- Update your **company's contact details** in the IFEMA MADRID database.
- **Exhibitor's calendar.**
- **Regulations, documents and downloads.**
- Access the **on-line quotation system.**
- All the **commercial and contractual documents** for your participation in the Fair, statement of accounts, online invoices, direct payments and pay with your credit card in a secure environment.
- View and download the **detailed plan of your stand** once it has been awarded, through this tool.
- Indicate the **signage** you want for your stand.
- **Stand design project/Rigging project.**
- **Visa** management.
- Request and manage your **exhibitor passes.**
- Request **discount vouchers** for RENFE, IBERIA.
- Send your **free invitations** to the fair to your customers.

E-commerce:

Contracting services and decoration elements for your stand.

- Contract and quote all the services you may need and benefit from a 5% discount when contracting online (contracting one month before the start of the assembly). These rates are subject to periodic changes depending on the evolution of costs. Updated prices are available at the time of contracting on the institutional website in the Expo Zone.
- You can also consult and modify your orders.
- The extra decoration of the stand (walls, color, carpet, panels, lighting, etc.) will be done directly with the assembly company.

These prices are subject to periodic changes depending on the evolution of costs. Updated prices are available at the time of contracting on the institutional website in the Expo Zone.

- Services can be contracted at the base rate up to 7 days before the start of the official assembly (7 November 2024).
- An increase of 25% will be applied on the prices of hiring services in our catalogue of last-minute services from (dates of Expo Zone services to be confirmed by the UAN).



10. Map

Feriarte



11. Exhibitor's calendar

Feriarte

Date	How
14 June 2024	Deadline for submitting the participation dossier (new participants).
24 June 2024	Deadline for sending the application form. Deadline for first payment of 15% of the space.
4 July 2024	Allocation of spaces. Selection of stands in accordance with section 2.4.
23 September 2024	Deadline for submitting the list of contemporary artists for approval (all exhibitors presenting contemporary work). Last day to send the printed and photographic digital catalogue.
27 September 2024	Sending of the exhibitor's material (posters, invitations, VIP cards, etc.).

11. Exhibitor's calendar

Feriarte

Date	How
10 October 2024	Deadline for second payment of 35% and complete 50% of space.
19 and 20 November 2024	Entry of merchandise and decoration material 8.30am to 9.30pm.
21 November 2024	Inspection of exhibited works and jewellery. No access for exhibitors.
22 November 2024	<ul style="list-style-type: none">• From 9am to 2pm: Exhibitor access for results review and removal of rejected parts from the stand and warehouse-customs.• Until 11am: Claims submission, if applicable.• Until 12pm: Deposit in the parts warehouse for review of the parts claimed.• From 5pm: Delivery of the departure vouchers at the Secretariat.• From 6pm to 9.30pm: OPENING; Access for exhibitors one hour before.
23 November to 1 December 2024	Celebration of the event <ul style="list-style-type: none">• Open to the public from 11.30am to 8.30pm.• Exhibitor's opening hours: From 10.30am to 9pm.

11. Exhibitor's calendar

Feriarte

Date	How
26 November 2024	<ul style="list-style-type: none">• Open Day. Free admission.
28 November 2024	<ul style="list-style-type: none">• Deadline for the last payment and settlement of the total invoice.
2 December 2024	<ul style="list-style-type: none">• Departure of merchandise and decoration material from 08.30am to 9.30pm.

12. Sustainability Management at IFEMA MADRID

Feriarte

At IFEMA MADRID we are not only fully committed to sustainability per se, but also to achieving the sustainable development goals (hereinafter SDGs) promoted by the United Nations, which we have incorporated into our strategic corporate management policy and culture

IFEMA MADRID's sustainability policy is mainly focused on the following SDGs: 8, 9, 11, 12, 13, 16 and 17.

IFEMA MADRID'S sustainability policy is mainly based on the following SDGs: Nos. 8, 9, 11, 12, 13, 16 and 17.

ISO Standards certified by IFEMA MADRID:

- ISO 9001: Quality Management,
- ISO 20121: Event Sustainability Management.
- ISO 14001: Environmental Management,
- ISO 50001: Energy Management,
- ISO 22320: Emergencies Management.

ACTIONS TAKEN AT IFEMA MADRID TO REDUCE GAS EMISSIONS AND BE MORE ENERGY EFFICIENT:

- 100% certified electrical energy of renewable origin.
- Geothermal installation in Puerta Sur building.
- Low consumption lighting in our halls and on our modular stands.
- Controlling the temperature of our air-conditioning / HVAC systems.

IFEMA MADRID is in possession of "calculo" (I calculate) and "reduzco" (I reduce) stamps in Carbon Footprint Scopes 1 and 2.

WASTE MANAGEMENT:

- The exhibitor/assembler is the generator of the waste and shall therefore be responsible for its removal and management. How the waste generated by the exhibitor is managed is explained in article 35 of the General Rules of Participation.
- We offer our exhibitors a service that includes the removal and management of the waste they/their assemblers generate. (check our fees in Exhibitors' Area).

Carpet recycling:

IFEMA MADRID recycles 100% of the carpeting used in aisles and communal areas. To do so it has been essential to change our assembly and disassembly process, that affects the entry and removal of goods (check the corresponding item) . Furthermore, means that it has to be laid in strips instead of covering the entire surface area as was previously the case. This means we can guarantee its conversion into a new raw material for the subsequent manufacture of other products.

SUSTAINABLE MOBILITY:

IFEMA MADRID offers access to public transport close to its facilities (metro and bus), parking for electric cars with 100% renewable electricity charge points, as well as a parking area for bicycles and scooters

GUIDE TO SUSTAINABLE PARTICIPATION IN TRADE FAIRS/EVENTS:

IFEMA MADRID has published its Guide to Sustainable Participation in Trade Fairs for exhibitors on its website. We recommend you read it before starting to prepare your participation:

ifema.es/en/about-us/quality-sustainability



13. Contact

Feriarte

Departament	Contact		
Address of the event	Director	Ana Rodríguez	(+34) 627 27 62 89 merida@ifema.es
	Commercial Manager	Teresa Mérida	
	Secretary	Pepa Casado	(+34) 619 02 41 41 mjcasado@ifema.es
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Servifema			(+34) 91722 30 00 servifema@ifema.es
Technical Secretary			(+34) 91722 30 00 sectecnica@ifema.es

Thank you

