



Galerie Calabro Rental Terms

Rental and Booking Times

- The gallery can only be rented on a weekly basis.
- You can reserve the desired time through the online booking platform.
- For group exhibitions, a contact person should be designated to handle communication with the gallery.
- After the booking is confirmed, the tenant has 7 days to make the down payment, otherwise the spot will be released.
- Check-in: Tuesdays from 10 a.m. with key handover and brief walkthrough.
- Check-out: Mondays by 6 p.m.
- All materials must be removed from the gallery by check-out. Leftover items will be disposed of.

Payments

The gallery is only rented weekly. Reservations for more than 2 weeks are subject to agreement.

Weekly Rates:

- Bookings completed until the end of 2024:
CHF 1600 per week
2 Weeks rental CHF 3000
- From January 2025:
CHF 1800 per week
2 weeks rental CHF 3400

- Artists who have already exhibited at Galerie Calabro receive an additional 10% discount.

- A down payment of CHF 500 must be made when booking (within 7 days). The booking is confirmed only after the down payment is received.



- The full amount must be paid no later than 3 months before the booked date. Otherwise, the booking will be released, and the down payment will not be refunded.

- For bookings within a 3-month period, the full amount must be paid at the time of booking.

- A security deposit of CHF 350 will be temporarily charged for each booking. The security deposit will be refunded after check-out. In the event of damage or excessive levels of soiling, the respective costs will be deducted from the rental deposit.

Cancellations

- Up to 6 months before the rental date: CHF 100, exception: another free date is chosen.

- 6 to 3 months before the rental date: CHF 350.

- From 3 months before the rental date, the entire down payment will be charged.

Gallery Infrastructure

- Professional lighting
- Hanging systems including wires and hooks
- Pedestals for sculptures/objects
- Magnetically coated wall
- Glass display case
- 2x 2m display tables
- 55-inch LED screen
- Bluetooth speakers
- Security cameras
- Sofa, 8 wooden stools
- Office desk and chair
- Filing cabinet
- Wi-Fi
- Serving cart
- Beverage fridge
- Guest toilet
- Storage room (approx. 4 m² for packaging materials, no storage of artworks)
- Pavement sign for posters in A2 format

Delivery and Exhibition Set-up/Disassembly

- Viewings and measurements only by arrangement to avoid conflicts with the current exhibition.



- Delivery of works only after check-in.
- There are no parking spaces in front of the gallery. Goods delivery spaces are available at Limmatquai 48 for loading and unloading.
- Night rest must be observed. No deliveries or work after 10 p.m.
- Hanging pictures is only allowed using the hanging rails. No nails or dowels may be placed in the walls.
- The entire exhibition must be dismantled and all materials removed by check-out.
- Hanging material and tools must be completely stored in the designated boxes.

Marketing and Signage

- The gallery publishes a post about each exhibition on
 - the gallery website,
 - in a monthly newsletter
 - daily on social media (Instagram 6000+ followers)
 - Kunst bulletin agenda
 - Ronorp agenda
 - Event Frog
 - Meet up Social art club group (optional)

Images and desired texts should be provided.

- Selected artworks can be added to the online art store on the gallery's website (25% sales commission).
- A poster stand for 2 posters in A2 format is available. The poster stand may only be placed near the gallery door and must not obstruct the pedestrian path.
- The building is listed as a historical landmark. Nothing may be placed on the facade. No flags, banners, or signs.
- A flyer holder is placed on the doors.
- Small posters can be attached to the doors, only if they can be removed without damage.
- Distribution of flyers must be approved by the city of Zurich.



Security and Insurance

- Artists are responsible for insurance during the exhibition. The gallery takes no liability.
- According to fire protection, the room must not be overcrowded (max. 50 people). Access to the exit (escape route) must always be kept clear.
- Smoking and the use of candles or other open flame items are strictly prohibited.
- For security reasons, cameras with motion detectors and alarms are activated between 10 p.m. and 7 a.m. No people are allowed in the room during this time.
- The cameras are deactivated during the day (no video surveillance). However, the gallery team may take a quick look in case of security concerns or other notifications (only after prior contact with the tenant or if contact is not possible).
- The entrance door to the building must always be locked with the key.

Quiet Hours

- The gallery is located in a residential building, so quiet hours must be strictly observed.
- No people in the gallery between 10 p.m. and 7 a.m.
- In common areas such as stairwells, silence must be maintained at all times.

Cleaning

- The gallery is cleaned before each rental period.
- Waste should be disposed of in the designated Zurich waste bags.
- Leftover items will be disposed of. In case of significant disposal efforts (recycling materials, waste, packaging, bulky items), the cost will be deducted from the deposit.

Miscellaneous

- Silence must always be maintained in shared areas like the stairwell.
- The stairwell doors must always be kept closed.
- Access for visitors is only through the direct courtyard entrance (exception: use of the elevator for people with mobility impairments).

GALERIE CALABRO

- Live bands, DJs, and other noise-intensive activities are not allowed.
- The area in front of the gallery is not part of the gallery. Gallery visitors may stay there freely. The placement of tables and other items is not allowed.
- No bar operations (selling alcoholic beverages) are allowed. Voluntary tips are possible.
- All damages to the infrastructure or building will be directly charged to the artists.

