



TECHNICAL FORM_APPLIED ARTS

This form has to be filled in EVERY ENTRY and the validity of data is completely under your responsibility. The only accepted language is **ENGLISH**, no other languages will be accepted.
Please send it only by e-mail to:by the

We appreciate your collaboration in writing all the useful information about you and your artwork in order to simplify all the procedures concerning the selection, the collection of catalogue's materials, the request of VISA, the booking of rooms and the set-up of exhibitions.

1) BJCEM PARTNER INFORMATION (to be filled in by the local Bjcem partner)

NAME
ADDRESS
CITY
COUNTRY
TELEPHONE NUMBER (specify international code)
FAX NUMBER (specify international code)
REFERENCE PERSON
REFERENCE PERSON E-MAIL
REFERENCE PERSON MOBILE

2) ARTIST'S PERSONAL INFORMATION

This form has to be filled in EVERY ENTRY and please check that your data are written correctly (name, passport number).

If you are a group, every member of the group has to fill in a singular table with his personal data.

NAME (as indicated in your passport)
SURNAME (as indicated in your passport)
GROUP NAME OR ARTISTIC NICKNAME (if present)
GENDER M ≥ F
BIRTH DATE
BIRTHPLACE
NATIONALITY
ADDRESS
COUNTRY
NUMBER OF PASSPORT
PASSPORT EXPIRY DATE
TELEPHONE NUMBER (specify international code)

MOBILE NUMBER (specify international code)
E-MAIL
WEBSITE

(Please copy and paste here following the tables of the other members of the group)

3) ARTWORKS INFORMATION

Title:

Year of Production:

Ownership (artist, gallery, private collector, other):

Courtesy:

Shown before: YES NO

If YES, please specify when and where:

MEDIA (please tick one)

- Architecture Industrial Design Visual Design Fashion
- Other (please specify.....)

Description of the artwork (max 100 words):

- TECHNICAL INFORMATIONS

List of the elements of the project (please fill in only the boxes related to your work)

Please insert the dimensions of the work including frames and/or support.

Title			
Typology (2D or 3D)			
Techniques and Material			
Width and Height (cm)			
Depth (cm)			

Size of the whole work (m ³)			
Weight (kg)			
Fashion (please fill in the appropriate box)			
Clothes (EU size)			
Shoes (EU size)			
Accessories			
Technique and materials			
Sketches Dimensions (including frames)			
Width and Height (cm)			
Depth (cm)			
Weight (Kg)			

Value for the insurance:

Technical requirements provided by the artists:

Technical requirements that have to be supplied by the organizer (monitor, video players, power needed, number of plugs etc) and conditions needed (indoor/outdoor, lighting, etc):

4) OTHER INFORMATIONS

BIOGRAPHY (max 100 words, written in third person):

CONCEPT (max 100 words)

5) TO PROVIDE:

- 5 Images high resolution (300 dpi, CKMY, width 25 cm), free of rights, for the catalogue;
- 5 images for the website (72 dpi, CKMY, width 25 cm), free of rights;
- a video (if you have it), QuickTime 400x300 pixel, max duration 1',20", free of rights, for the website.

Please note that the above mentioned documents should be as complete as possible and will have to be sent with the contacts (name and e-mail) of the person who will be the only liable technical point of reference.

**Please notice that any information written in this form is considered definitive. Any further change in the technical form will not be accepted.
Bjcem specifies that the requests for technical equipment will be accomplished according to its availability in the hosting country.**

DATE.....

SCANNED SIGNATURE.....