



EXHIBITION INSTRUCTIONS AND TECHNICAL DATA OF DESSA GALLERY

Concept of the exhibition

We suggest to authors and/or curators not to show only finished buildings (which are to some extent known from publications), but to present working process and current unfinished projects so visitors can feel the working methodology and even dilemmas of the author. The gallery has professional public consisted of architects and students who can understand plans and sketches.

Gallery facilities

The gallery is relatively small but with properly equipped exhibition space. This enables quick installation with minimum costs.

Exhibition panels: can be fixed on vertical wooden wall panels and covered with glass. In Dessa gallery, there are:

- 11 panels A: 100 cm wide and 180 cm high
- 6 panels B: 33 cm wide and 180 cm high

These are max sizes. Exhibition posters can be smaller but not wider than 100 cm or 33 cm.

Models: In the gallery, there are several stands and one metal inox table of size: length 250 cm, wide 80 cm, height 76 cm. You need to send us dimension of the models in advance to our e-address. You need to organize the transportation of the models and take their costs.

Printing of posters

To lower the costs of transportation we suggest that we print the exhibition posters in Ljubljana. Send pdf of the posters via WeTransfer to the e-address of our printing office info@ch4.si **min. 7 days before the opening of the exhibition**. In case you prefer to send us printed posters we suggest to roll them up and to send them by post-office to the gallery address.

We will attach your printed posters to our wooden panels with double sided tape and cover them with glass. The system allows exhibition posters with thickness up to 5 mm, however this causes transportation costs.

Invitation card and catalogue

For every exhibition Dessa gallery provides printed invitation card and small catalogue (21/21 cm, 6 pages) in Slovene language to be distributed free in the gallery. We arrange the translations from English to Slovene language. For other languages we ask the author or curator to send us text in English.

The invitation card and small catalogue can be designed by our team or by authors themselves according to the sample that we shall send you by e_mail. To be able to prepare the invitation card and the catalogue you need to send us **min 30 days before the opening of the exhibition** to our e-address maja.ivanic@t-2.net :

text materials in .doc format

- Title of the exhibition
- Your short CV: ca. 600 characters (letters) without spaces
- Short editorial text, ca. 1000 characters (letters) without spaces, explaining the essence of the presented work. We prefer this text to be written not by the author but by somebody who knows his work, i.e. architectural critic.
- Captions (subtitles) of the graphic materials: name of the project, location, year of the realization, name of author(s)
- Name of the photographer

graphic materials

- 6 to 8, max 11 photos, 300 dpi/20 cm in **jpg format**
- ca. 2 plans or sketches in **pdf format**

Lecture

In case we decide to organize lecture it can take place in the gallery or at the Ljubljana Faculty of Architecture which is 5 min walk from the gallery. In the gallery, there is a screen and one digital projector (XGA 1024 x 768). We do not provide simultaneous (consecutive) translation. We suggest to the lecturer to prepare his/her lecture in English.

Costs

We cover the costs of the space and the exhibition (panels printing and mounting, printing of the invitation card and small catalogue, wine at the opening). We also cover two nights in the hotel for one person.

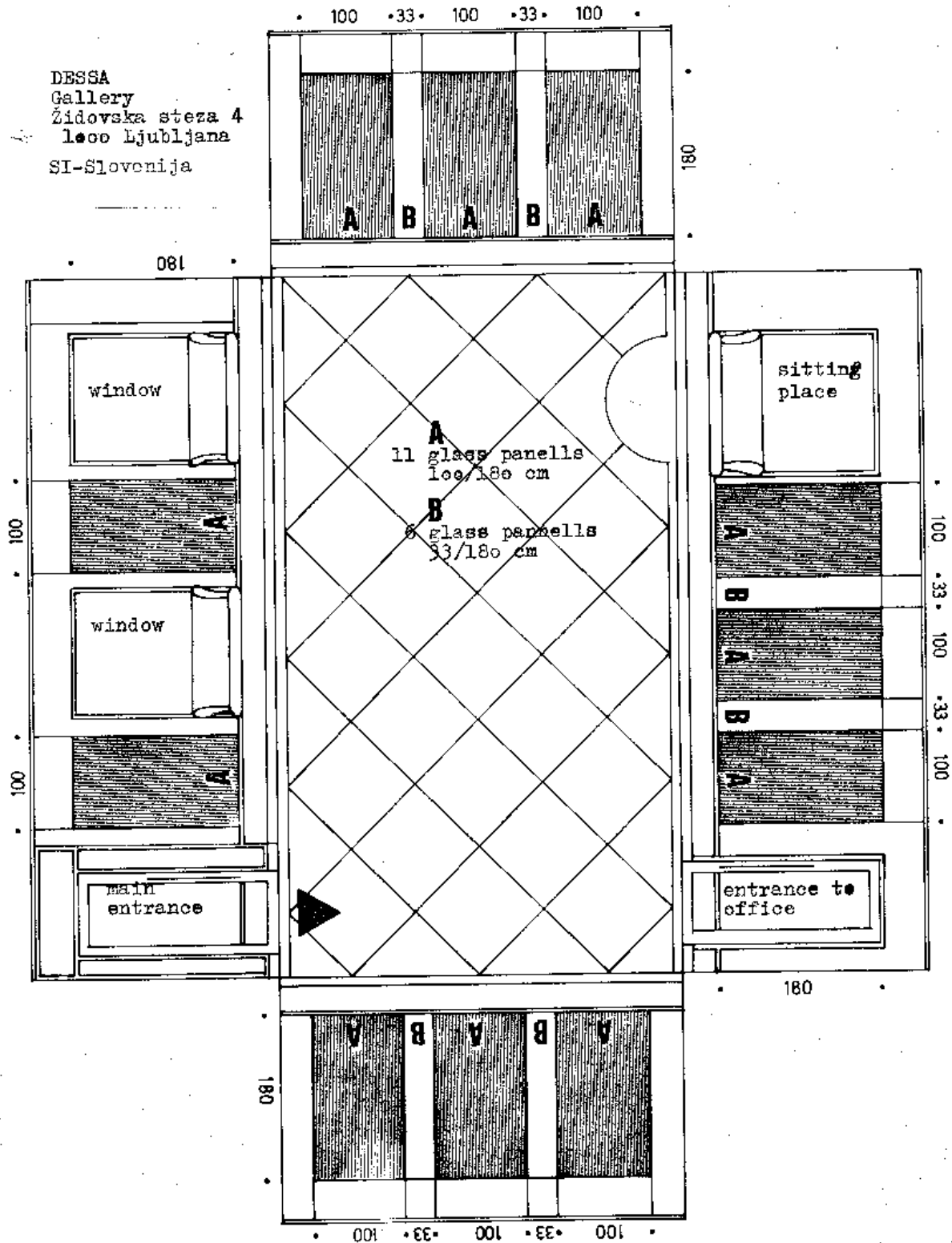
We cannot finance the preparation of the exhibition material.

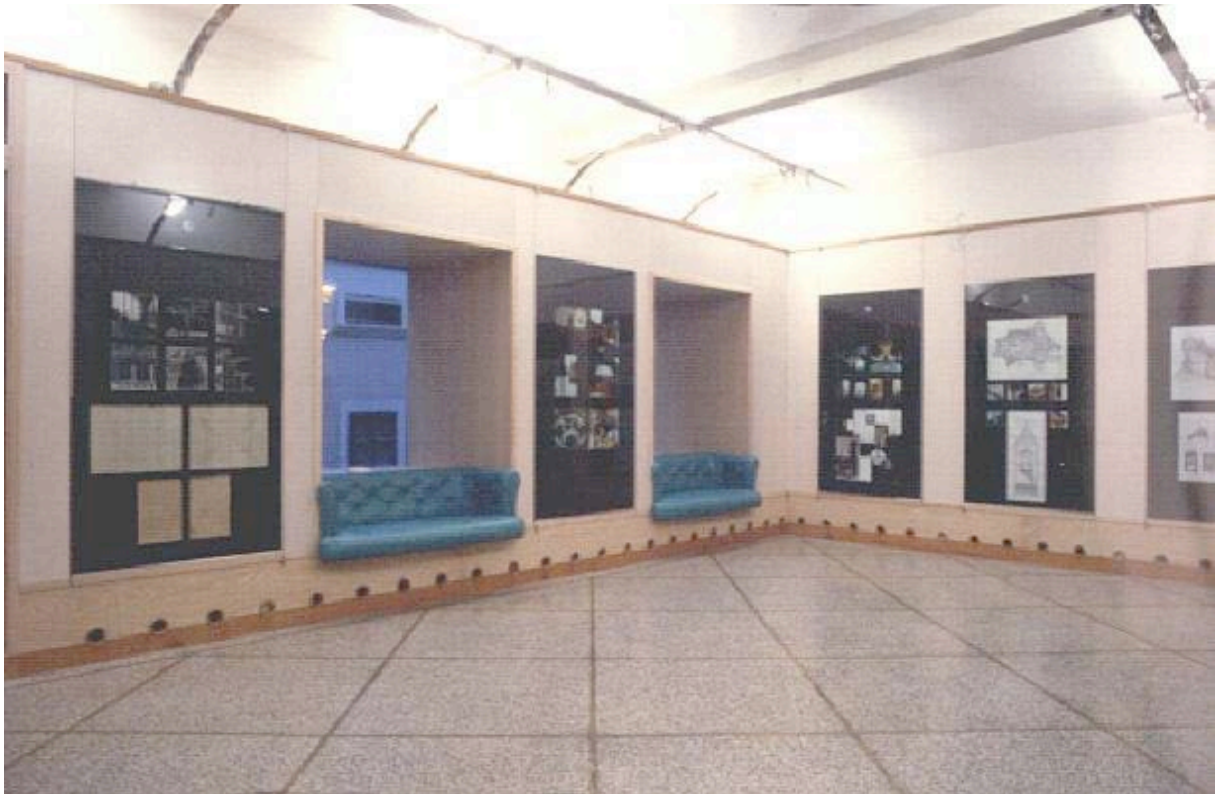
Due to Slovenian financial legislation we cannot pay cash for your travel expenses.

We will be glad to show you around some of Joze Plecnik's and contemporary architecture or other points of your interest.

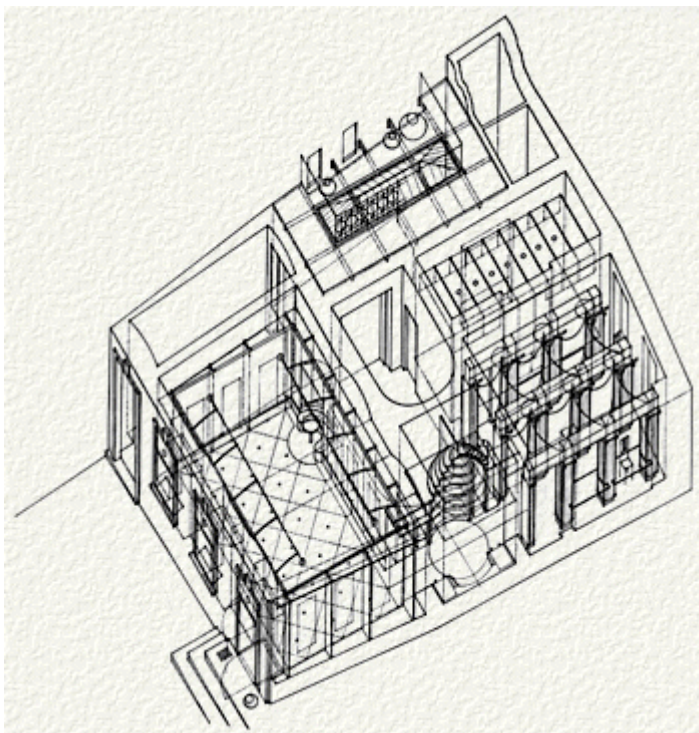


DESSA
Gallery
Zidovska steza 4
1000 Ljubljana
SI-Slovenija





View of the gallery space.

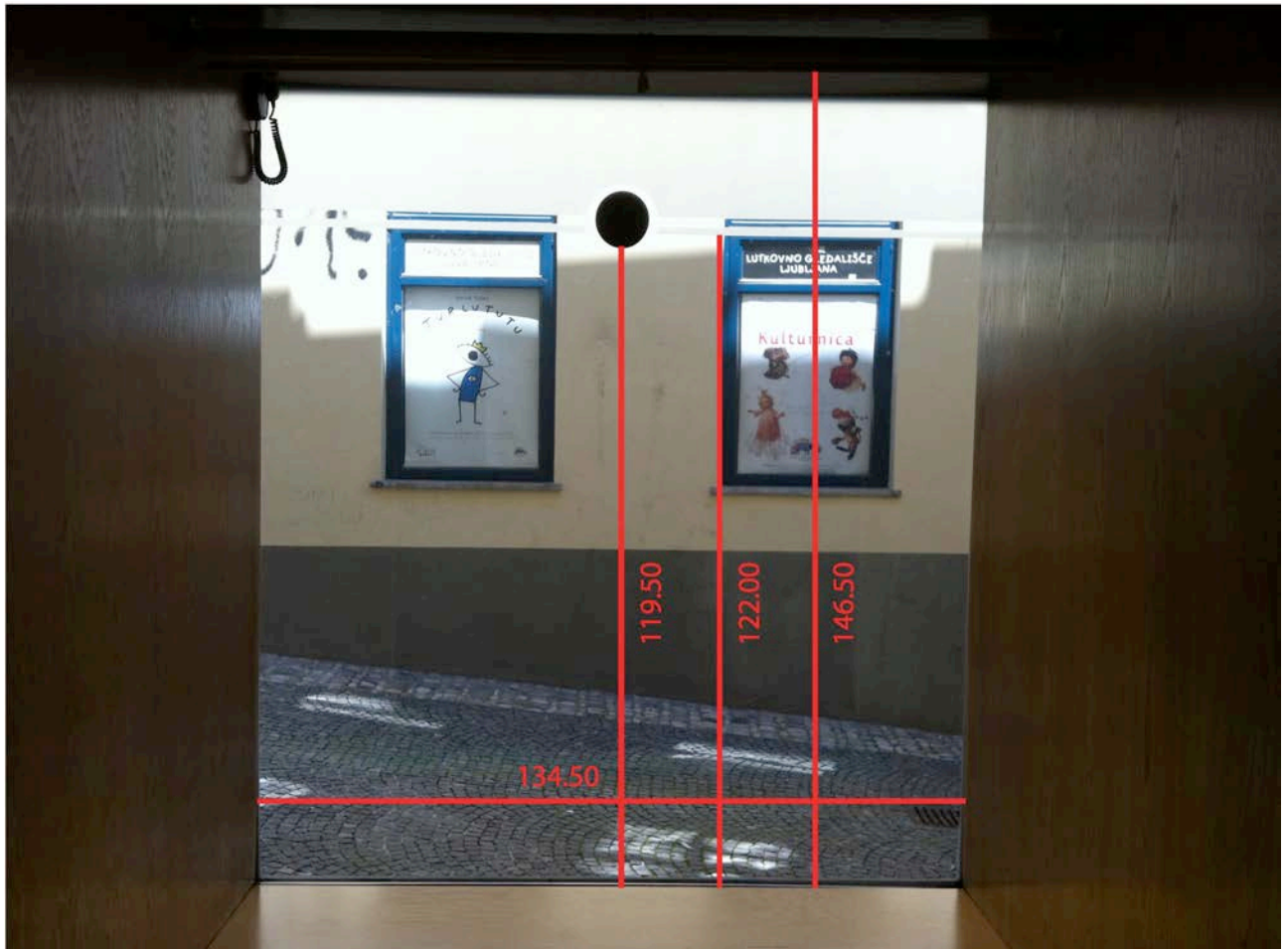


Axonometric view of the whole space.

Dimension of two street niches and windows

_ Niche: width 134,5 cm, height 146,5 cm, depth 69 cm

_ Upper part (above 122,0 cm) of the window glass in not transparent. The Fe circle is Dessa logo and can not be covered with any kind of label, sticker or panel. Max dim of label can be: width 132 cm, height 117 cm.



Details of the glass panels

