

EXHIBITION INSTRUCTIONS AND TECHNICAL INFORMATION ABOUT THE DESSA GALLERY**Exhibition concept**

Considering the focus of the DESSA gallery and the structure of the visitors - the architectural audience (architects and students who can read plans and sketches), we suggest to the authors and curators that they not only display finished projects at the exhibition, as these are often already published in magazines, but especially the work process, as well as ongoing, yet to be implemented projects. In this way, visitors get an insight into the working methodology of the exhibited author.

Equipment and accessories of the gallery

The gallery is small, but with a well-equipped exhibition space, which enables quick exhibition setup with minimal costs.

Exhibition panels are vertical wooden surfaces covered with glass. In the DESSA gallery there is:

- 11 pcs of panels A: width. 100 cm and higher. 180 cm
- 6 pcs of panels B: width. 33 cm and higher. 180 cm

These are the maximum dimensions. The exhibitor can also prepare smaller exhibition panels, but by no means wider ones (because of the cabinets for the panels, which must be accessible or openable).

Models are preferred. In the gallery we have various stands and a central stainless steel metal table with dimensions (LxWxH) of 250x80x76 cm. Please send us the dimensions of the models. You need to organize transport ation of models to our gallery by yourself.

Poster printing

Send PDFs of your exhibition posters **at least 7 days before the opening of the exhibition** via WeTransfer to the e-mail address of our PRIMA IP printing office: info@prima-ip.si.

You can also print elsewhere and deliver them to our gallery.

We will hang your printed exhibition panels on our wooden panels with double-sided adhesive and cover them with glass. The hanging system allows a paper thickness of up to 5 mm, but such posters also entail higher shipping costs.

Invitation and leaflet

For each exhibition, we print an invitation and a leaflet (21/21 cm, 6 pages) in Slovenian, ev. also in English. The leaflet is available free of charge to visitors of the exhibition. We translate the texts from the English language, for other languages we ask the authors and curators to prepare the texts in English.

The invitation and leaflet can be designed by our designer or the authors themselves, but according to the sample that we send them by email. If you want the invitation and leaflet to be designed by our designer, send it to us immediately to the e-mail address: maja.ivanic@t-2.net:

text material in .doc format

- Title of the exhibition
- Your short CV: approx. 600 characters without spaces
- Short introductory text, ca. 1000 characters without spaces, about the exhibition and projects, the way of working....
The text should be written by a curator or a connoisseur of your work, not by you.
- Subtitles to photos and plans: name of the project, location, year of execution, name of the author
- Photographer's name

graphic material

- 6 to 10 photos, 300 dpi/20 cm in jpg format
- approx. 2 plans, sketches... in pdf format

Lecture

In case we agree on a lecture, we organize it either in the gallery or at the nearby Ljubljana Faculty of Architecture, a 5-minute walk from the gallery. A projection screen and a digital projector (XGA 1024 x 768) are available in the gallery. We suggest that foreigners give lectures in English.

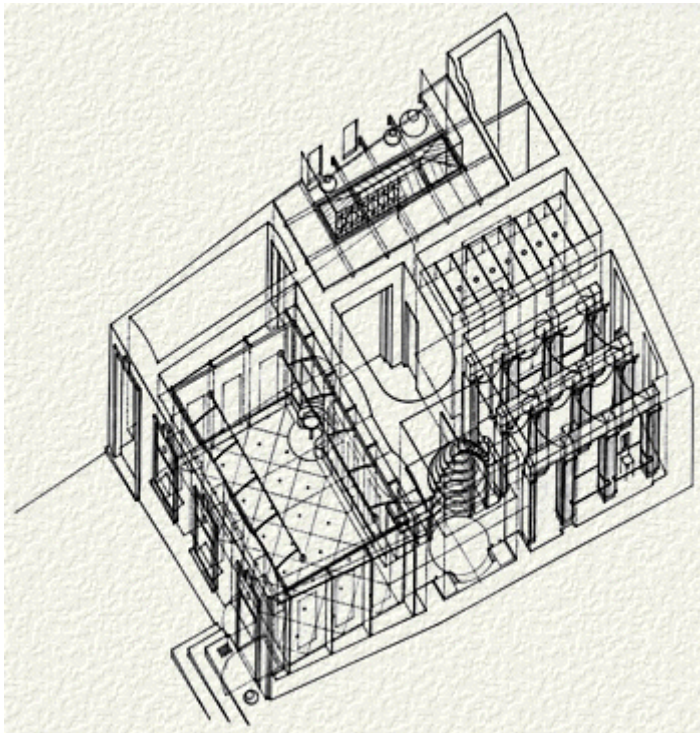
Costs

The gallery covers the costs of the space and the exhibition: printing and hanging posters, printing the invitation and small catalog, wine at the opening, security of the exhibition. In special cases, upon agreement, we also cover travel expenses (economy class) and accommodation (1 night for one person in a hotel).

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View to the gallery space

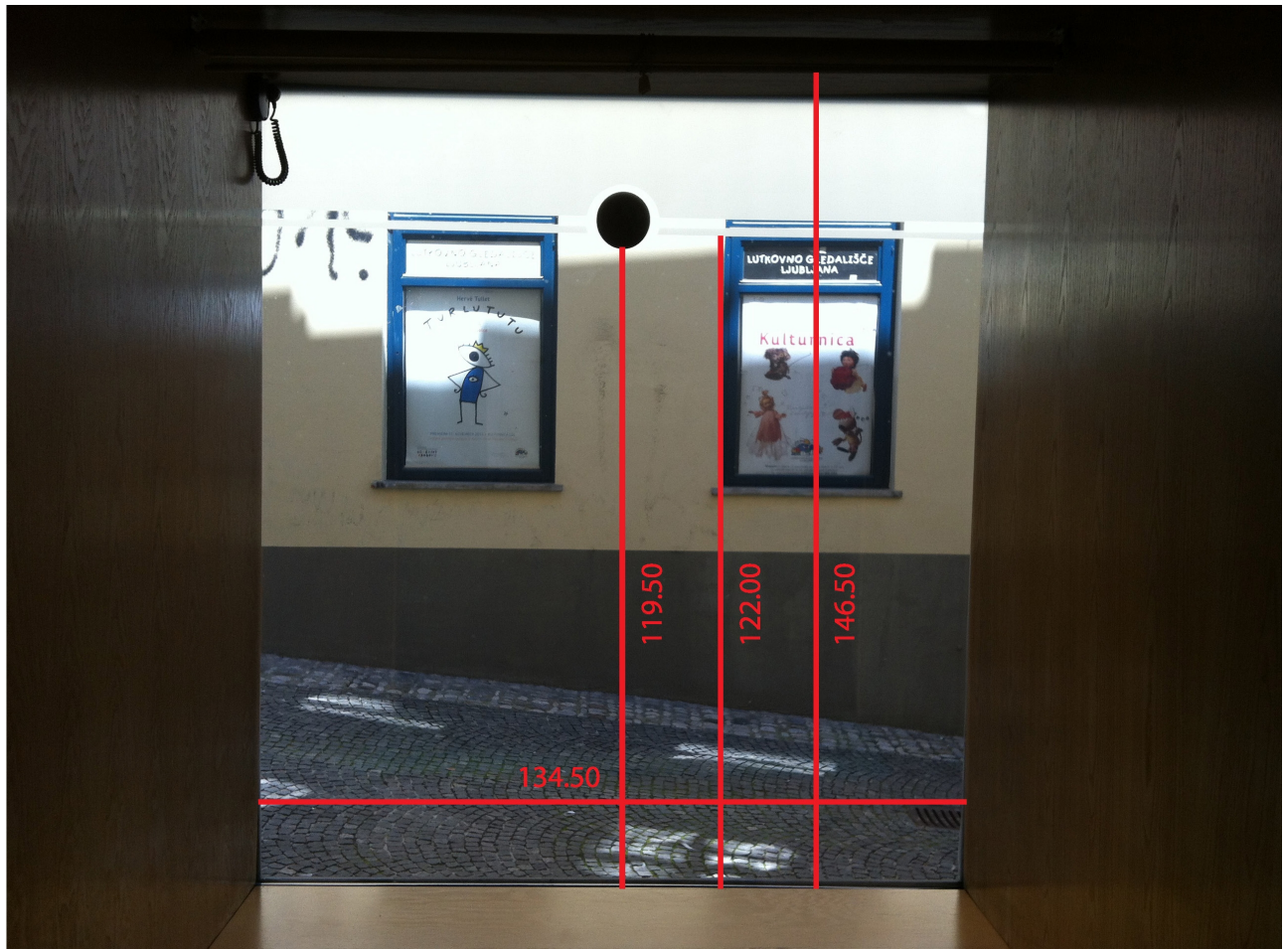


Axonometric view of DESSA gallery

Dimension of windows

_ Niche: width 134.5 cm, height 146.5 cm, depth 69 cm

_ The upper part (over 122.0 cm) of the window glass is not transparent. The metal circle is actually the logo of the gallery, so you must not break it with anything. Max. the dimensions of the window glass are: length 132 cm, height 117 cm.



Detail of fixation the glas over the printed panel

