

Studio & Gallery Usage Space Usage | Terms and Conditions

Please sign and return to events@alqasimifoundation.rak.ae

Users of the Studio and Gallery space will be expected to adhere to the following standards and policies:

“Users” means can be staff/employees of the Al Qasimi Foundation, external organizations hosting an event in collaboration with Events Department, or persons, groups or organizations who wish to use the space for their events.

1. The reservation fee must be paid two (2) weeks in advance. Once the User adheres to all the terms and conditions, reservation fee must be refunded after two (2) weeks of the end booked period. In the event that the User violated this terms and conditions, the reservation fee will not be refunded.
2. No use of space shall violate any law, ordinance, rule and/or regulation of United Arab Emirates and Ras Al Khaimah, pose an unacceptable or apprehended risk to people or property, or violate any Foundation policy, rule or regulation.
3. Usage will adhere to safety regulations and room capacity limitations. In accordance with RAK Gas building regulations, the Studio and Gallery space can host a maximum of 45 people (standing) and with seating capacity of 20 maximum. Furthermore, only eight (8) people may use the balcony at a time.
4. The User will adhere to the Studio and Gallery guidelines for artwork installation (see Appendix B).
5. The User will exercise care during set-up, cleaning, and take down of their event.
6. While all due care will be taken with supplied items, the Studio & Gallery is not responsible for loss, theft or damage. There is no insurance policies that will provide coverage for the loss or damage, which will be the sole responsibility of the User.
7. The User will not remove or relocate any furniture, equipment or appliances from the building. Arrangements for moving the furniture, equipment or appliances must be made with sufficient notice to the Events Department. Upon the conclusion of the event, the User will reposition tables and chairs to their original location.
8. Decorations, flyers, etc. cannot be attached to wall surfaces and cannot be hung or attached to the ceiling.
9. The User are responsible for all cleaning immediately following an event.
10. Damage to the space, furniture, artworks displayed (loss) will also be billed to the User. Repeated incidents of failure to clean up after an event or damage by a group or an individual may result in the denial of future reservation privileges.

Organizer/Responsible Person _____

Name /Signature

_____ Date

Please forward to:

Events Team

Email: events@alqasimifoundation.rak.ae

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