ALBA CIAC 2027 – EXTRA CIRCUIT
Application Form

To be sent, together with attachments, to extra@albacapitale2027.it

Completion note: An application will only be considered valid once all sections have been completed and all required attachments have been submitted. If any information is missing, applicants are kindly requested to wait until they have gathered all the necessary information before submitting their application.

Notice on the processing of personal data (Art. 13 GDPR)

The Municipality of Alba, as Data Controller, collects the data provided in this form in order to assess the application and, if admitted, to manage, coordinate and communicate the project within the Circuito Extra of Alba Italian Capital of Contemporary Art 2027. Providing the data is optional but necessary for the assessment of the application. The full privacy notice, including purposes, retention periods and the rights that may be exercised pursuant to Articles 15–22 GDPR, is available at www.albacapitale2027.it. To exercise these rights, please write to [Certified e-mail (PEC)/e-mail of the Data Controller].

1. Proposer's details

First and last name / name of the proposing entity (natural or legal person):

_____

Author of the project (if different from the proposer): first and last name or collective name:

_____

Project manager (if different from the proposer): first and last name:

_____

Full address of the venue: street/square, postcode, city, province:

_____

Phone: _____

Email:_____

Website (if any):_____

Social media channels (if any): Instagram, Facebook, other links:

_____

Type of proposer

- ☐ individual artist
- ☐ collective
- ☐ cultural association
- ☐ organisation / foundation / institution
- ☐ school / academy / university
- ☐ gallery / independent space
- ☐ commercial business / productive enterprise
- ☐ informal group with a lead entity
- ☐ other: _____

2. Details for communication and the website

Public name of the proposer / artist / collective:

_____

Credits to be published: curated by / in collaboration with / partners:

_____

Public contact to be published: email / website / social media:

_____

Short biography / presentation of the proposer (max 600 characters)

_____

_____

_____

_____

3. Project information

Project title: _____

Name of the artist(s) involved: _____

Proposed period: opening and closing dates: _____

Planned opening hours: days and time slots: _____

Type of project

- ☐ exhibition
- ☐ installation
- ☐ site-specific intervention
- ☐ visual performance
- ☐ photographic project
- ☐ video / audiovisual
- ☐ participatory project
- ☐ talk / meeting linked to a visual project
- ☐ other: _____

Has the project already been carried out before?

- ☐ yes. Where and when: _____

- ☐ no

Extended project description (max 1000 characters)
Text useful for assessment purposes and for any in-depth materials.

_____

_____

_____

_____

_____

_____

Short project description (max 200 characters)
Text useful for communication purposes

_____

_____

Curatorial concept (max 800 characters)

_____

_____

_____

_____

4. Venue and local partners
Name of the hosting space: _____

Full address of the venue: _____

Contact person for the hosting space (if different from the proposer): first and last name, phone/ email:

_____

Type of space

- ☐ cultural space
- ☐ shop
- ☐ vacant premises / unused space
- ☐ workshop
- ☐ productive activity
- ☐ school
- ☐ professional studio
- ☐ public space
- ☐ private space
- ☐ other: _____
- ☐ to be confirmed

5. Materials to be attached

Complete list of required materials, all of which must be attached and submitted at the same time.

1. Images of the works: 1 to 5 JPG files, minimum dimensions 1600 × 1200 px, resolution 72 dpi, maximum file size 5 MB per file
2. renderings of the installation design
3. portfolio of the artist / collective
4. floor plan or installation layout
5. technical data sheet of the project
6. declaration or preliminary agreement from the hosting party
7. other:: _____

For each image provided, please indicate, where available: author, title, year, technique, dimensions, photo credits and publication permissions.

6. Final declarations of the proposer

By signing and submitting the application, the proposer declares in full as follows:

- that they are the owner of the project submitted or are otherwise entitled to propose it;
- that all information provided in this form is true, complete and up to date;
- that they assume full responsibility for the realisation, organisation, management, installation, dismantling, custody and supervision of the proposed project;
- that they are responsible for securing the venue, unless otherwise agreed in writing with the organisation, and for defining the relationship with the hosting party;
- that the venue identified for the project meets the occupancy, safety and suitability requirements necessary for carrying out the proposed activity and, where applicable, for public access;
- that they undertake to obtain, before opening to the public, any authorisations, licences, permits, clearances and insurance cover that may be necessary for carrying out the project — including where these require authorisations issued by the Municipality of Alba itself, which are not deemed to be granted by this application (for example: occupation of public land);
- that they guarantee the project does not infringe the rights of third parties, including, by way of example, copyright, related rights, image rights, trademarks, patents, privacy, or intellectual or industrial property rights;
- that they hold harmless and indemnify the Municipality of Alba, the association “Le fabbriche del vento per Alba Capitale italiana dell’arte contemporanea 2027”, the entire organisation of Alba Italian Capital of Contemporary Art and any partners from any claim, demand, damage, cost, liability, penalty or dispute arising from the infringement of third-party rights or from the unauthorised use of works, images, music, texts, videos, trademarks, materials or content;

- that they assume full responsibility for any damage to persons, property, buildings, works, equipment, furnishings or spaces arising from the installation, duration, use or dismantling of the project;
- that they guarantee the proper custody, handling, installation, maintenance and removal of the works, materials and equipment used in the project;
- that they assume responsibility for the safety of the space, the works, the installations and the public, in agreement with the hosting party and in compliance with current regulations;
- that they undertake not to present content that is discriminatory, defamatory, harmful to personal dignity, that incites hatred, or that is violent, pornographic, unlawful or otherwise incompatible with the institutional and cultural framework of the initiative;
- that they authorise the Municipality of Alba, the organising association and the parties responsible for communication to use, free of charge, the texts, images, renderings, videos, biographies, logos and materials provided solely for the purposes of promotion, documentation, archiving and communication of the Circuito Extra of Alba Capitale, on online and offline channels;
- that they declare they hold the necessary releases and authorisations for the publication of the images and materials provided;
- that they authorise any photographic and audiovisual recordings of the project, the installation and related events, for the purposes of communication, documentation and institutional promotion;
- that they undertake to comply with the graphic, communication and organisational guidelines that will be provided by the organisation in the event of admission;
- that they accept that the organisation may refuse to admit, suspend or exclude projects that are found not to comply with the requirements of the call, the guidelines, current regulations or the cultural framework of the initiative.

By signing this form, the proposer declares to have read, understood and fully accepted the terms of participation and the declarations set out above, assuming all civil, criminal, administrative, organisational, economic and insurance liability connected with the proposal submitted and its possible realisation.

Place and date: _____

Signature of the proposer / legal representative:

_____