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at
Palio Limanaki, Myrina, Limnos
(the “Venue”)



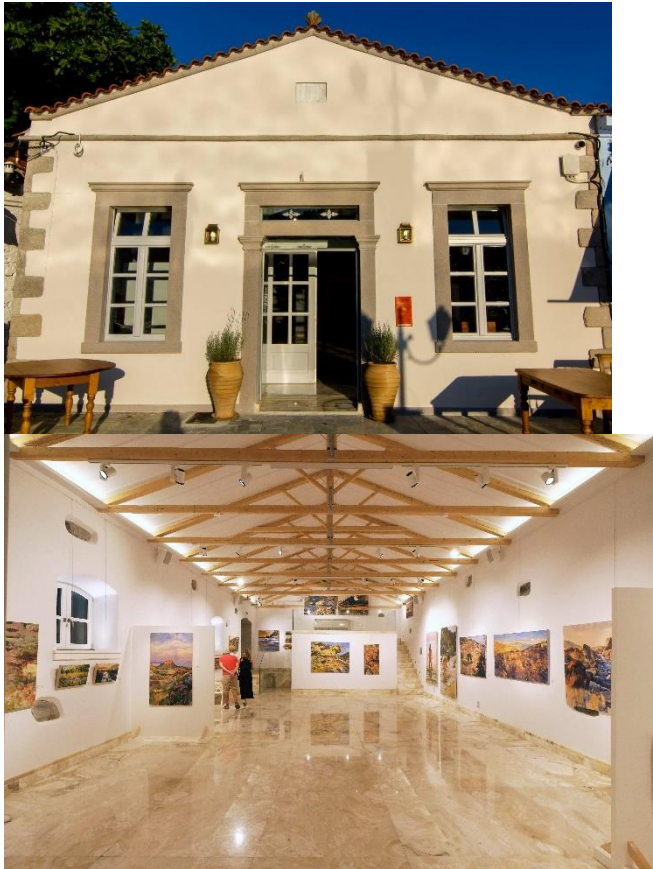
Thank you for your interest in APOTHIKI, a venue where you can host cultural, educational and social events (both private and corporate) in the picturesque location of the old harbor of Myrina on the Greek island of Limnos.

The venue offers:

- Professionally designed display lighting
- Air conditioning
- Under floor heating
- Wi-Fi internet connection
- Toilet Facilities with disabled access
- Multi-functional stage
- Public Address system
- Projector and large screen
- Professional art display hanging systems
- Chairs and Tables
- Harbour front reception area
- Bar Provisions
- Visitors’ accommodation

We are committed to supporting each event for a successful outcome and we will work with you to tailor your hire of the venue to your specific needs and requirements. We can also assist with promoting cultural events through the local and national press, our website and social media.

If you are interested in hiring the venue please see our Terms and Conditions (set out in B below) and send us details of your requirements by download the booking form our website www.apothiki-limnos.com and send this to us at apothiki@limnos-experience.com.



A) Venue Hire Rates

- 1) For non-commercial events, the hire of the venue is €30 per day and where the hire is for a week then the following rates will apply:

Month	Venue Hire in € per week
October – April	50
May – June	100

July	150
August	200
September	100

2) For commercial events, in addition the rates set out in 1) above, a commission fee as set out in B (5) below, will be payable to APOTHIKI on the total price of each sale made.



B) Terms and Conditions

- Booking Confirmation:** The relevant Venue Hire Rate set out in A (1) above is required to be paid by a client in order for them to secure a booking of the venue. In addition, prior to the hire period commencing, the client will be required to enter into a Venue Rental Agreement and pay the security deposit and housekeeping fee referred to in 2. and 4. below.
- A **200€ security deposit** is required to be paid at the time of booking and is refundable to the client at the end of the hire period subject to the Venue being inspected at the end of the hire period by the Venue supervisor who confirms that the Venue has been left clear, clean and free from any damage. In the event of this not being the case, then the cost of the repair or clearing will be deducted from this deposit.
- Event Set Up and Break Down:** The period of hire should include any periods required for set up and break down of an exhibition. Assistance for set up or break down can be provided by the Venue at an additional cost of €10 per hour.
- Housekeeping Fee:** The Venue will be delivered clean to an exhibitor on the set up day. The client is responsible for maintaining the Venue clean at all times and ensuring that the Venue is returned clean and clear at the end of the hire period. A client may request for the Venue to provide a daily

cleaning service which will be charged at charged at €8 per hour. A request for this service will need to be advised to the Venue by e-mail (apothiki@limnos-experience.com) in advance of the commencement of the hire period.

5. **Sales and Commission:** When the Venue is hired for a commercial use, the client will be required to pay a commission calculated at 15% on the total price of each sale made. All sales must be processed through the APOTHIKI on sale-return basis and all payments must be made using the Venue's till services. In addition to the commission paid, the client will reimburse the Venue for all credit card charges and tax payable on each sale.
6. **Opening Times & Other Events:** Opening times for events will be by mutual agreement with the supervisor of the Venue and the relevant client.
7. **Contemporaneous Events:** APOTHIKI reserves the right to host other events during exhibition events and will give notice to an exhibitor of any such bookings.
8. **Insurance/Security of Space:** APOTHIKI has public liability insurance, however, each client must take responsibility to arrange their own insurance for any property which is being used by or left at the venue during any hire period.

We hope that we will be able to work with you to facilitate your event. Please send details of any enquiries to apothiki@limnos-experience.com and visit our website www.apothiki-limnos.com

Best Wishes,

A P O T H I K I, Limnos