

## Doll Prague 2024 - Exhibition Guidelines

### Venue:

Palác Lucerna, Štěpánská 61, Prague 1

Exhibitor registration is at the entrance to the main hall of Palác Lucerna (glass entrance next to Dhaba Beas restaurant on Štěpánská street).

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## EXHIBITOR REGISTRATION

- **Thursday, Nov 7th, 2024:** 12:00 – 20:00
- **Friday, Nov 8th, 2024:** 7:00 – 10:00

### Upon registration, you will receive:

- 1 exhibitor wristband (valid for the entire duration of the exhibition – must be shown at all times!)
- 1 wristband for **one registered assistant**
- 1 invitation to the gala evening (for exhibitors only; assistants can purchase tickets during registration)
- 1 catalog (**for publishing exhibitors only**)

**Family members of the exhibitors can purchase a three-day entry ticket.**

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## COMPETITION REGISTRATION + SUBMISSION OF ENTRIES

- **Thursday, Nov 7th, 2024:** 17:00 – 19:00  
**(Registration on Friday is already closed.)**

### Upon registration, you will receive:

- 1 complimentary day pass for **Sunday, Nov 10th, 2024**
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## COMPETITION JUDGING

- Judging takes place on **Friday, Nov 8th, 2024** at 13:00  
The results will be announced during the gala evening.
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## ADDITIONAL AWARDS AND RECOGNITIONS

The following awards will be presented:

- For significant contributions to figurative art in the field of professional art dolls.
- For significant promotion of Czech figurative art and the international exhibition Doll Prague.

The following will be evaluated:

- The most thematically, creatively, and professionally designed art doll exhibition (Art Dolls).
- The most thematically, creatively, and professionally designed teddy bear exhibition (Teddy Bears).

***Note: This evaluation is not part of the competition.***

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## **EXHIBIT SET-UP (for both artists and traders)**

- **Thursday, Nov 7th, 2024:** 15:00 – 20:00
- **Friday, Nov 8th, 2024:** 7:00 – 10:00

**Important:** Please use only **white fabric** for your exhibit tables. You can rent the fabric directly at the registration desk if needed.

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## **PARKING AND LOADING**

### **Recommended loading times:**

- Thursday, Nov 7th (from 15:00 onward) or
- Friday, Nov 8th (early morning from 7:00)

During these times, you can use the supply parking zone on Štěpánská street right at the entrance to the Lucerna passage for up to 15 minutes.

**Note:** There is no elevator access to the exhibition halls in Palác Lucerna. Please keep this in mind when unloading your items.

### **Long-term parking options:**

- Underground garage at Černá Růže
- Parking center near the main train station

For further assistance with parking in Prague or its outskirts, feel free to reach out to us.

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## **EXHIBITION OPENING HOURS FOR VISITORS**

- **Friday, Nov 8th, 2024:** 12:00 – 20:00
- **Saturday, Nov 9th, 2024:** 9:30 – 19:00
- **Sunday, Nov 10th, 2024:** 9:30 – 18:00

Tickets will be sold up to 30 minutes before the exhibition closes.

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## **GALA OPENING AND TOAST**

- **Friday, Nov 8th, 2024:** 20:30
  - **Location:** Ground floor, café in the main hall
  - **Participants:** Exhibitors, competition participants, assistants, and invited guests
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## **EXHIBIT TEAR-DOWN**

- **Sunday, Nov 10th, 2024:** 18:00 – 22:00

**Important: Dismantling can begin strictly from 18:00 onwards and absolutely no sooner!**

Your presence is required for the entire 3-day duration of the exhibition. Early packing or tear-down before Sunday at 18:00 is not allowed.

Please respect these timings for the safety of visitors and smooth operation of the exhibition.

**Note:** All rented tablecloths must be returned. If not returned, the cost of purchasing the tablecloth will be invoiced to you.

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## **OTHER IMPORTANT INFORMATION**

There is a newly installed ATM inside Palác Lucerna for your convenience, allowing you to withdraw cash for refreshments and other purchases.

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## **CONTACT INFORMATION**

For any questions or assistance, please contact our production team:

- **E-mail:** [production@dollprague.com](mailto:production@dollprague.com)
- **Phone:** +420 720 665 420