

# Selection Protocol

## TEFAF Maastricht 2024

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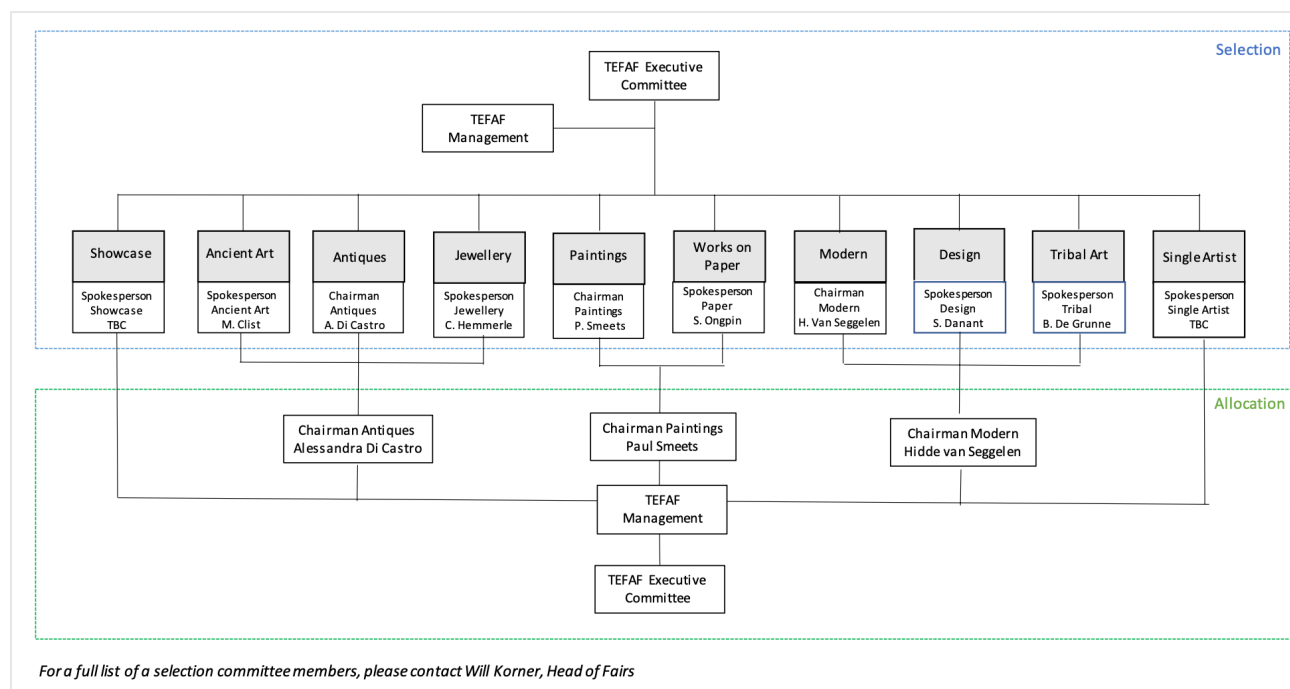
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Everything stated in this document is complementary to the TEFAF General Terms & Conditions of Application and Participation

## Selection Committees

**All Applicants to TEFAF Maastricht will be evaluated and selected by the Selection Committees. The Selection Committees are established according to the following structure and procedures:**

- Each art category (Fair section) is represented by a Section Selection Committee as per the structure in the figure below
- The Section Selection Committees are overseen by the Executive Committee
- All Section Selection Committees consist of at least three members
  - Committees are chaired by a Chairman or Spokesperson
  - Each Section Selection Committee has at least one TEFAF dealer who is active in the art category (Fair section) that Section Selection Committee represents
  - Other members can be TEFAF dealers, non-TEFAF dealers, members of the Vetting Committee, or other external experts
- Other members of a Section Selection Committee are proposed by the chair of that Committee and subject to approval by the Executive Committee
- Membership of the Section Selection Committee expires after two years. Membership of the Section Selection Committee can be renewed upon approval by the Executive Committee
- The Section Selection Committees make recommendations regarding Applicants to the Executive Committee as per the Decision-Making Process and Selection Criteria below
- The Executive Committee is responsible for final approval of these recommendations and furthermore ensures compliance of the Section Selection Committees with the Selection Protocol



## Decision-Making Process

**The decision-making process for selection is subject to the following rules and procedures:**

### **Applicant assessment**

- Assessments of and decisions regarding Applicants are made during in-person or in-camera meetings
- Assessment of Applicants is based on the list of Selection Criteria in its entirety. However, acceptance of an Applicant is based on the recommendations of the Section Selection Committee and at the discretion of the Executive Committee and an Applicant cannot claim a right to be accepted based on fulfilment of the Selection Criteria or a part thereof
- In accordance with Article 6 of the TEFAF General Terms & Conditions of Application and Participation, all Applicants are fully evaluated each year, regardless of the number of years the Applicant has participated. Participation in previous Fair(s) does not give the right to participate in the Fair or any Future Fair.
- In case Applicants apply for a shared booth, each Applicant will be evaluated separately
- Applicants are not allowed to be present during Section Selection Committee meetings, except that if an Applicant is also a member of the Section Selection Committee, the member is only not allowed to be present for the assessment of his/her own Application
- The Section Selection Committees base their recommendation for the Executive Committee on score voting
- In the decision-making process, the Section Selection Committee is advised on a non-binding basis by the Vetting Committee.
- The Section Selection Committee may involve third parties to assist in the assessment of Applicants
- After thorough examination of Applicants, the Section Selection Committees present their recommendations regarding the acceptance of Applicants to the Fair to the Executive Committee
- The Executive Committee thereafter reviews the recommendations for final approval with which it also ensures compliance of the Section Selection Committees with the Selection Protocol
- The final selection is the sole responsibility of the Executive Committee; no decisions to accept, reject or evict should be taken by anyone other than the Executive Committee
- The Management provides input for and oversees the selection procedure

### **Additional relevant information and documentation**

- On request of the Selection Committee during the process of decision-making, TEFAF may at any time request the Applicant to submit to the Management additional documentation and information (including but not limited to a certificate of good conduct or a comparable certificate, financial documents and official documents confirming that the Applicant has not bankrupted). In turn the Management will inform the Selection Committees. Failure of the Applicant to submit the documentation and information requested by TEFAF in a timely fashion may lead to a negative decision by the Section Selection Committee or Executive Committee regarding admission of the Applicant based on the current Selection Protocol
- The Applicant is at all times during the Application procedure obliged to inform TEFAF about any information and/or circumstances regarding the Applicant, or one or more of its employees or representatives, that may be relevant for TEFAF in any way (for example but not limited to bankruptcy or a comparable situation of the Applicant, incrimination of the Applicant or one or more of its employees/representatives by legal proceedings or conviction by a court decision). In turn, the Management will inform the Section Selection Committees and the Executive Committee.

## **Communications**

- The selection decisions are communicated in writing; grounds for the decision will not be included in this communication
- Only the chair of each Section Selection Committee, or the Executive Committee, or the Management is entitled to have official communications with the relevant Applicant or any other dealer or Applicant. These communications are limited to the selection procedure; grounds for the decision and/or the decision itself will not be discussed
- The selection decisions are final and are not subject to review
- Attempts to appeal or requests for review of a decision will not be accepted for processing; neither will correspondence or discussion be entered into in this regard

## **Confidentiality**

- All decisions taken by the Selection Committee are confidential
- Any proven leak of confidential information by a member of a Section Selection Committee, including but not limited to prematurely communicating about decisions, can potentially cause him/her to be revoked.

## **Selection Criteria**

### **Applicants will be selected based on the quality of their works of art, of their gallery and of their other activities as well as on overall integrity & standing**

- In the assessment of Applicants' quality and integrity & standing, it is furthermore taken into account that TEFAF endeavors to create optimum conditions for the Participants and visitors at the Fair by prioritizing the quality and balance of galleries and artworks present at the Fair, monitoring the art market and taking account of developments in the art market, as well as the limited availability of stands in the Hall and the competition for participation among Applicants with a similar art profile.

### **To assess Applicants' quality, among others the following criteria are used:**

- A clearly identified area of specialty;
- A strong international presence and following;
- Past presentations at TEFAF fairs;
- Participation in other renowned art fairs, including presentation/design at those fairs;
- The quality of the Applicant's works of art, especially but not exclusively those works of art proposed for exhibition at the Fair (including whether the Applicant brings in enough works of art, different to those at previous TEFAF fairs, of the highest quality possible);
- Numbers of years in business;
- Having a dedicated space/gallery;
- Holding exhibitions;
- Publications;
- Favorable press reviews;
- Engagement in museum activity;
- Notable sales (especially to public institutions);
- Being a retailer or having a client-based business (i.e. not wholesale); and
- Members of the national association and compliance with associated ethical standards.)

*N.B.: the criteria above are presented in random order and are not considered to be based on relative importance of each respective criterion*

**Factors that are considered to assess Applicants' overall integrity & standing include:**

- Incrimination of the Applicant or one or more of its employees/representatives by legal proceedings or conviction by a court decision or otherwise of having violated one or more statutory provisions of any law;
- Factors that may in any manner compromise the reputation of the Fair or of TEFAF or of other Participants, for example legal seizures of works of art;
- The Applicant's financial position and stability;
- Continuing or repeated non-payment or late payment of amounts due to third parties or TEFAF; and
- Compliance by the Applicant with the conditions for admission to the Fair, and possibly also to previous TEFAF art fairs, as specified, for example, in the Participation Contract, the Application, the TEFAF General Terms & Conditions of Application and Participation, and the Vetting Guidelines.

*N.B.: the criteria above are presented in random order and are not considered to be based on relative importance of each respective criterion*

**While the criteria guide the decision-making process, the Section Selection Committees and the Executive Committee maintain the right to deviate under exceptional circumstances.**

## Allocation

**Allocation is subject to the following rules and procedures:**

- The Executive Committee decides where to place each section within the Hall, taking into account the Fair's overall exhibition concept and the interest of the Fair in general;
- The relevant Chairman (Antiques, Paintings and Modern respectively) allocates the stand area and stand location of selected Applicants within their sections. Each Chairman may involve each of each Section Selection Committee in this process. The allocation of the sections is carried out as follows:
  - Chairman Antiques is responsible for the Antiques, Ancient Art and Jewellery sections
  - Chairman Paintings is responsible for the Paintings and Paper sections
  - Chairman Modern is responsible for the Modern, Design and Tribal Art sections
- The Management provides input as to allocation and oversees this process; and
- The Applicant's requests regarding specific stand allocation and specific stand location will be taken into consideration; however, TEFAF does not guarantee that any request will be honored.