

**Costs for take over**

**Exhibition: *Paul Rand: Defining Design***

**Exhibitions Manager: Katie Simms**



<b>Description of costs</b>	<b>Responsibility</b>
Exhibition fee	Every venue
Travel for 2 for assistance with installation and de-installation, including flight, accommodations, and per diem of \$50 per day	Every venue
Shipping	Every venue
Intermediate storage	Every venue, if required
Storage of empty crates	Every venue
Insurance	MODA
Paint labor and materials	Every venue
Installation team of at least 4-5 workers for 4 days with easy local conditions	Every venue
De-installation team of at least 4-5 workers for 3 days with easy local conditions	Every venue
Adaptation of the original concept and layout plan	MODA
Media equipment – 2-4 ipads and 2 tv monitors w/ DVD players or USB drivers	Every venue
Production of labels, some exhibition texts, and timeline	Every venue
Display pedestals 10-12 covered tables for books and 3 pedestals with vitrines for packaging	Every venue