

Léon Tutundjian catalogue raisonné

Procedure for inclusion

N.B.: The Comité Léon Tutundjian meets and examines original works on the premises of Galerie Alain le Gaillard at 19 Rue Mazarine - 75006 Paris - France

Stages in the procedure

1- **Email** the Committee (comite@tutundjian.org) in order to make an appointment to deposit the work the owner wishes to submit to the Committee.

2- Deposit the work at the Committee's premises.

- Works are to be deposited at 19 Rue Mazarine - 75006 Paris at 11 am and must be taken back before 5 pm on the same day.
- The work must be delivered with a high-definition colour image in two forms: printed (A4) for the certification, and digital (for reproduction in the catalogue).
- The work must be presented without a frame to ensure that the back is fully visible.
- All available information about the work (provenance, exhibition history, bibliographic references) is welcome.
- The state of the work will be assessed upon its arrival.
- The work will not be insured by the Committee when on deposit with them: this precaution is up to the owner.
- Payment of the appraisal cost (cf. stage 5) must precede deposit of the work or be made when the work is deposited. The invoice will be supplied along with the Committee's answer.

3- **The Committee's answer** will be communicated as quickly as possible. Note that complementary research may be necessary.

An attestation of inclusion, or non-inclusion, in the catalogue raisonné will be sent to the address provided by the owner of the work.

4- Contestation

The owner has 30 days to request a second appraisal if he or she wishes to contest non-inclusion, and to communicate to the Committee any new elements that may justify this new appraisal.

5- Cost of the appraisal

The examinations and appraisals carried out by the Committee are billed as follows:

- work on paper: 100 € inc. VAT
- work on canvas: 200 € inc. VAT

Cheques payable to: Association Léon Tutundjian.

Bank transfers:

Association Léon Tutundjian - 19, rue Mazarine - 75006 Paris

Domiciliation - Banque Neuflyze OBC - 3 avenue Hoche - 75008 Paris

IBAN - FR76 3078 8001 0008 8577 3000 134

BIC - NSMBFRPPXXX

6 – Referencing and updating in the catalogue raisonné

If the work does not already feature in the inventory and the Committee decides to include it, it will be assigned a reference number.

In the case of a change in ownership, the catalogue will be updated simply on request, and on the basis of the information provided to the Committee.