

## Loan Agreement

Exhibition Title: \_\_\_\_\_

Exhibition Location: \_\_\_\_\_ Period of Loan: \_\_\_\_\_

Artist Name: \_\_\_\_\_

Lender (if different): \_\_\_\_\_

Address (Street/Town/Zip): \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Title	Medium	Sale Price
1. _____		
2. _____		
3. _____		

Use reverse or attach additional sheet if needed.

Are there any special installation instructions? If so, please describe (use reverse if needed)

May this work be photographed and/or reproduced for publicity purposes? ☐ Yes ☐ No

Would you like to donate 100% of sale proceeds to the Exchange? ☐ Yes ☐ No

The artist/lender is responsible for insuring their own work. Neither the Exchange, the gallery coordinators, nor the exhibition committee will be held liable for loss or damage to the artwork on loan. The exhibitors or any representatives shall not be a party to any legal action against any of the gallery coordinators, exhibition committee, or the board of directors of the Exchange arising out of any such loss, or damage to personal property or personal injury. The undersigned enters into this agreement voluntarily intending to be legally bound hereby. Any work not picked up one month after the end on an exhibition will be considered abandoned and will be recycled.

**"I certify that all work offered for exhibition, for sale, and/or for display at the Exchange is original, designed and executed by me, or legally represented by me. I understand that the exhibition committee reserves the right to accept or reject any work for public display."**

Lender Name (Please Print): \_\_\_\_\_

Lender Signature: \_\_\_\_\_

Date Dropped Off: \_\_\_\_\_

Date Picked Up: \_\_\_\_\_

Signature: \_\_\_\_\_