



ARTISTS ARCHIVES OF THE WESTERN RESERVE  
1834 East 123<sup>rd</sup> Street ▪ Cleveland, Ohio ▪ 44106-1910

5

### LOAN AGREEMENT

The undersigned Lender agree to loan the Object(s) listed below, to the Artists Archives of the Western Reserve (“AAWR”), subject to the terms below.

- The Archives takes a 40% commission on all sold works, to be paid within 30 days after the close of the exhibition. If works are not for sale, please indicate NFS but supply us with insurance value.
- All work will be insured for the duration of the exhibition, while it remains on AAWR property.
- *If other arrangements have not been made directly with AAWR staff*, works not picked up by the close of the pick-up dates will be subject to storage fees or may become the property of AAWR.
- AAWR reserves the right to photograph loan objects for catalog, publicity, education and non-commercial use. The public is permitted to photograph the exhibition for personal use only.

These Objects are on loan for the exhibition entitled 2021 Annual Members Exhibition.  
This exhibition will run from April 8 to May 29, 2021 at the Artists Archives of the Western Reserve.

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

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Print your name as you wish it to appear on exhibition labels:**

\_\_\_\_\_



ARTISTS ARCHIVES OF THE WESTERN RESERVE  
1834 East 123<sup>rd</sup> Street ▪ Cleveland, Ohio ▪ 44106-1910

Description of Work:

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

Medium: \_\_\_\_\_

Dimensions (24" MAXIMUM in any direction, including frame): \_\_\_\_\_

Date of completion: \_\_\_\_\_

Price (if NFS, not for sale, please give us an insurance value): \_\_\_\_\_

Additional Notes (special instructions): \_\_\_\_\_

\*AAWR use only - Membership current until: \_\_\_\_\_

The Lender acknowledges that s/he has full power to make this loan, that s/he has read the terms above and that s/he agrees to abide by said terms. Signed and delivered at the AAWR.

Lender:  
(signature) \_\_\_\_\_ Date: \_\_\_\_\_

AAWR: (signature) \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**PICK UP DATES, JUNE 1, 2021** after announcement of Popular Choice Winners at Closing Reception OR  
**June 1 – June 12, during office hours** (T-F 10.00 AM to 4:00PM, Sat: 12:00 to 4:00 PM).

Pick up Date: \_\_\_\_\_

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

AAWR: \_\_\_\_\_