



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

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 2020 Annual Members Exhibition.
This exhibition will run from March 27 to May 1, 2020 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:



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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, MAY 1, 2020 after announcement of Popular Choice Winners at Closing Reception OR
May 2 – May 8 during office hours (T-F 10.00 AM to 4:00PM, Sat: 12:00 to 4:00 PM).

Pick up Date: _____

Lender: _____

AAWR: _____