

Icons, Myths, and Legends of Beverly
EXHIBITION LOAN AGREEMENT

Exhibition Dates: October 21 - December 17, 2022

PLEASE PRINT CLEARLY – All information is required.

Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Cell: () _____

Email: _____

Are you a student or alum of Montserrat College of Art? Check applicable: Current Student Alum

How did you hear about the call for work for this exhibit? (PLEASE BE SPECIFIC: FOR EXAMPLE – SOCIAL MEDIA, HISTORIC BEVERLY EMAIL, COLLEAGUE, OTHER?) _____

Artwork Delivery Dates:

Wednesday, October 5th: 12pm-8pm
Thursday, October 6th: 9:30am-4pm
Friday, October 7th: 9:30am-4pm
Saturday, October 8th: 9:30am-4pm

Wednesday, October 12th: 12pm-8pm
Thursday, October 13th: 9:30am-4pm
Friday, October 14th: 9:30am-4pm
Saturday, October 15th: 9:30am-4pm

Artwork Pick-up Dates:

Monday, December 19th 10am- 4pm
Tuesday, December 20th: 10am-4pm
Wednesday, December 21st: 12-8pm

Thursday, December 22nd: 10am-4pm
Friday, December 23rd: 10am-4pm

All work must be for sale. Commission: Historic Beverly members charged 30% of sales; non-members charged 50% of sales.

INVENTORY ON LOAN:

The information below must be legible.

TITLE OF ARTWORK	MEDIUM	SIZE (w x h x d)	SALE PRICE	INSURANCE VALUATION (SEE #4 on back)

(PLEASE TURN OVER)

Conditions Governing Loans:

1. Historic Beverly, thereafter HB, will exercise the same care in respect to loans as it does in the safekeeping of comparable property of its own collection.
2. Loans shall remain in the possession of HB for the time specified on the face of this agreement and shall not be removed by the lender or by any agent of the lender prior to the official closing date of the exhibition mentioned on the face of this agreement. HB reserves the right to withdraw the work of art described herein from the above exhibition at the discretion of the Director or the Board of the HB.
3. The art listed on the face of this loan agreement is for sale, it is understood that the selling price shall be the lender's valuation listed above and shall include a commission (handling) charge of 30% of the selling price for HB members (50% for non-members) payable to HB in consideration of services rendered in the sale and exhibition of the work. The remaining percent of the selling price shall be payable to the lender contingent upon payment in full by the purchaser. **THE PRICE ON THIS FORM MUST MATCH ALL OTHER PRICES INDICATED ON YOUR SUBMISSION DOCUMENTS. IF PRICES VARY WE WILL AUTOMATICALLY USE THE LOWEST DOLLAR AMOUNT PROVIDED.**
4. Unless the lender expressly elects to maintain his or her own insurance coverage, HB will insure this loan under its fine arts policy for the amount listed on the face of this agreement under "Insurance Valuation" against all risks of physical loss or damage from any external cause on location during the period of the loan. There is a \$500.00 deductible on a per occurrence basis that will not be assumed by the museum for the price on loan. The maximum insurance value that will be covered is \$2000 (Insurance price listed on this Agreement) If the lender chooses to maintain his or her own insurance, HB must be supplied with a certificate of insurance naming HB as an additional assured or waiving subrogation against HB. If the lender shall fail to supply HB with such a certificate, this loan agreement shall constitute a release of HB from any liability in connection with the work described on the face of this agreement.
5. Lender hereby agrees to remove from the HB the artwork described on the face of this agreement which is not sold nor returned under the terms of this agreement by December 23rd at 4pm. Work left beyond December 23rd at 4:00 PM will be charged \$5 per day per piece, payable at late pickup.
6. ANY SPECIAL INSTRUCTIONS REGARDING THE **SAFETY** OF YOUR ART? *NOTE: PLACEMENT OF YOUR ART IS LEFT TO THE DISCRETION OF THE HB CURATOR:*

The conditions of this loan as stated above have been read and understood by the undersigned and the undersigned acknowledges that there are no guarantees, conditions, restrictions or representations concerning this loan other than those contained in this agreement.

UPON DELIVERY TO HISTORIC BEVERLY PLEASE COMPLETE:

(PRINT NAME OF ARTIST) _____ AGREES TO THE TERMS OF THIS LOAN AGREEMENT.

Are you the artist? Yes ___ No ___

If not, please print your name: _____

Number of pieces: _____

Signature (required): X _____ Date: _____

HB Staff: _____ Date: _____

UPON REMOVAL FROM HISTORIC BEVERLY COMPLETE:

Are you the artist? Yes ___ No ___

If not, please print your name: _____

Number of pieces you are picking up: _____

Signature (required): X _____ Date: _____

HB Staff: _____ Date: _____