

/ INCOMING LOAN RECEIPT

/ Lender's Name: _____ / Phone: _____

/ Address: _____

/ City/State/Zip: _____ / E-mail/Web: _____

/ Purpose of Loan: **THE FL3TCH3R EXHIBIT** / Dates of Loan: _____

Filled by Fischman Gallery

Filled by Artist

Filled by Artist

LOAN NUMBER

TITLE, MEDIA AND DIMENSION

INSURANCE VALUE

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(to be filled by Risk Management)

Insurance Company: _____ Insured Value: _____

Representative: _____ Phone Number: _____

Policy Number: _____ Expiration Date: _____

_____	_____	_____	_____
Lender/Artist	Date	Gallery Recipient	Date

/ Checklist: ☐ Incoming Loan Receipt completely filled out and signed ☐ Work is ready to hang
☐ Work is packed correctly (NO PACKING PEANUTS) ☐ Artist has provided Return Shipping prepaid label (included)

/ Please check the preferred return shipping method & amount provided for return.

USPS _____ UPS _____ FedEx _____ Hand Delivery _____
 amount amount amount

Ship to:
 Fischman Gallery - [The FL3TCH3R Exhibit]
 133 N Commerce St,
 Downtown Johnson City, TN 37604
 fischmangallery@gmail.com, Phone: 1-423-430-8441

While packing peanuts are an affordable, lightweight packaging option in the economy, they have negative environmental effects.



CONDITIONS GOVERNING THE RECEIPT OF LOANS

Lender signifies, to possess unlimited title and ownership rights in object(s) described, or to be the agent with full authority of the owner. Under the terms of this agreement, the Fischman Gallery (FG) shall exercise the same care in respect to loans for exhibit as it will in the safekeeping of comparable property of its own. It is understood that objects lent may be photographed, featured on the website, videotaped, podcast or reproduced for educational and promotional purposes.

Objects lent to the Fischman Gallery for exhibition shall remain in possession of the specified venue for the time specified above, and may be withdrawn at any time by the administration of the FG. During the term of this loan, the lender will report any changes of address or ownership of the object to the FG; failure to report such changes will permit the FG to exercise its rights under the Abandoned Cultural Property Act of 1984.

Objects shall be insured by Fischman Gallery for the value as specified above for the duration of loan during exhibition and storage. The limit of liability begins when the Artist's work is delivered and accepted at FG and ends when Artist's work has been released to the lender by FG staff member or when transfer to a designated shipper becomes effective. Fischman Gallery does not cover insurance during transit which is the lender's responsibility. If no insurance value is provided by the lender, it is agreed that FG shall not be responsible for any damage or loss to the object. Works that are NFS must still have an insurance value.

Insurance does not cover items loaned for storage only, or damage from gradual deterioration, inherent vice, warlike action, earthquake, or flood. In the case of death of a lender, the legal representative of the estate of the deceased is requested to notify the administration of the FG, forthwith, giving his/her full name and address and copies of appointment papers.

Artist agrees to ship or deliver work to FG and pick up or arrange return shipping (including inclusion of return shipping label) after the exhibition. Shipped work MUST include a pre-paid label, money order or proper adequate postage for return shipping. If the FG, after making all reasonable efforts and through no fault of its own, shall be unable to return the artwork within sixty days after the end of the loan period, the FG shall release the work to the FL3TCH3R Exhibit. Work without return provisions and that is not claimed after 60 days from the last day of exhibit will become property of The FL3TCH3R Exhibit.

Fischman Gallery will require a sales commission of 30 percent for any sales made during the exhibit. Fischman Gallery shall provide for printing of postcard invitations, promotional materials, show documentation, and reception refreshments.

I acknowledge that I have read and agree to the Loan Agreement of Fischman Gallery for the insurance and exhibition of my work.

Artist's Name (Lender) and signature Date Received by: Fischman Gallery Date

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Above listed items returned to lender in condition as received by Fischman Gallery.

Received by: _____ Date: _____ Released by: _____ Date: _____