

New Harmony Artists Guild, Inc.

**LENDING POLICY AND CONDITIONS UNDER WHICH BORROWED
OBJECTS WILL BE HANDLED**

Form NHAG 25-6

1. The New Harmony Artists' Guild, Inc (NHAG) will not alter or change the condition of the object in any way, except under instruction from the owner.
2. Any damage to the object will be reported to the lender as soon as possible and no action will be undertaken without the approval of the lender. If immediate action is called for and the NHAG cannot reach the owner for approval, the NHAG will undertake to act in the best interest of the owner.
3. NHAG reserves the right to reproduce photographs of the object or catalog, record, for publicity purposes only.
4. The lender will provide their own insurance during the time it is in NHAG's control and possession.
5. Works of art must be prepared with appropriate display anchors for safety and protection against damage. 2-dimensional art (paintings, drawings, photographs) to be framed with wire attached to the back, unless the art requires an alternative presentation. Sawtooth hangers are prohibited.
6. All objects borrowed will be handled with care while in the NHAG's possession. It is understood that the lender is required to carry its own insurance.
7. If the legal ownership of the object shall change during the term of the loan, whether by reason of death, sale, insolvency, gift, or otherwise, it is the responsibility of the new owner and the lender to notify the NHAG of the change. The new owner may be required to furnish legal proof of right to the described property.
8. A report of the object's condition, that may include a photographic record, upon receipt will be done by the NHAG and any absence of a notation at that time will not mean the condition was not present at that time. It will be the lender's responsibility to prove any change in condition if one is not reported by the NHAG during the period of the loan.
9. The lender agrees to as a condition of the exhibit, to take a 3-hour shift during the time the lender's work is on display at either the Depot or any other location which is not regularly open the public.
10. The lender agrees to handle the sale of their work personally and to pay NHAG 10% commission.