

Date	Loan Information
	Loan Beginning Date
	Loan Ending Date

Legal Owner (Required):

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
E-mail: _____

Authorized Agent (if items not received from Legal Owner) or Secondary contact (Required):

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
E-mail: _____

Beneficiary (Required):

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
E-mail: _____

Description of loaned items: _____

Credit Line:

_____ Initial here if you do not want public acknowledgement of your loan on the exhibit label

Please use the following name(s) for public display labels: _____

I have read and agree to the conditions of this loan, including the **Care and Preservation** of loaned objects, **Insurance, Use of Loaned Items, Notification of Loan Termination** and **Forfeiture of Loaned Objects**.

Owner

Date

Director, The Wrangell Museum

Date

Conditions Covering Loans

Care and Preservation

1. The item(s) listed are loaned to The Wrangell Museum without charge, and with the understanding that the museum will give the objects borrowed the same care as it does comparable to its own property. It is understood by the lender that all tangible objects are subject to gradual inherent deterioration for which neither party is responsible.
2. Evidence of damage at the time of receipt or while in the custody of The Wrangell Museum will be reported to the lender as soon as possible.
3. No alteration, restoration, or repair will be undertaken without the written authorization of the lender.
4. The lender certifies that the object(s) lent are in such condition as to withstand ordinary strains of packing and transportation.

I agree to hold free and harmless The Wrangell Museum and the City of Wrangell, its affiliates, agents, servants, employees, officers and director from any and all costs and expenses including, but not limited to, attorney's fees, reasonable investigative and discovery costs, court costs, and all other sums.

Signed

Date

Insurance

1. The lender will release The Wrangell Museum from any liability for loss, damage, or destruction of item(s) unless such loss or damage can be proven to be caused by negligence or wrongful acts by The Wrangell Museum.
2. No insurance is provided by The Wrangell Museum unless specifically stated in the loan agreement.

Use of Loaned Items

Unless otherwise notified in writing by the lender, the object(s) lent may be photographed by The Wrangell Museum for records, educational, catalog and publicity purposes, and may be made available for research by scholars.

Notification of Loan Termination and Forfeiture of Loaned Objects

Pursuant to AS Title 14, Chapter 57, Section 14.57.200 – 290, the museum may acquire title to loaned property if it meets the appropriate criteria. On or before the termination date as specified in this agreement, a Notification of Loan Termination will be sent to the lender. All notices will be sent by certified mail to the lender at the primary and secondary contact address given in this record, or at the address(es) the lender has subsequently provided to the museum. The lender will have thirty (30) days to respond, in writing, to the museum regarding the disposition of the loaned objects. If the lender does not respond to the Notification of Loan Termination within thirty (30) days of receipt, the museum shall then publish a notice once a week for four consecutive weeks in a newspaper of general circulation in the judicial district where the museum is located. If after forty five (45) days from the date of the last publication a valid claim is not made for the property, the museum will acquire title to the property. Acquiring title to the object(s) in no way obligates the museum to accession the object(s) into the permanent collection. The museum reserves the right to dispose of the object(s) when appropriate.

Unless otherwise notified in writing, The Wrangell Museum will release the object(s) only to the lender, or beneficiary in the event of the lender's death. Photo identification is required prior to taking possession of loaned items.

I understand and accept that notification of loan termination will occur in the manner stated above. My failure to respond to the Notification of Loan Termination and/or my failure to contact the Museum after one hundred and five (105) days of the loan termination should I not receive the Museum's notification indicates that it is my intent to donate the items described herein and in the attached itemized list (if any) to The Wrangell Museum.

Signed

Date