

Mt. Hood Community College Visual Arts Gallery

ARTIST LOAN AGREEMENT

By signing this agreement, the undersigned agrees to the following policies and conditions:

- ◆ All artwork listed on the Artist Loan Agreement has been submitted to MHCC Visual Arts Gallery for exhibit.
- ◆ MHCC Visual Arts Gallery will be responsible for the show installation, reception and publicity.
- ◆ The Visual Arts Gallery of MHCC retains a 25 percent commission on all sold artwork, with the exception of MHCC students' and artist-in-residence's artwork.
- ◆ Payment for works that are sold transpires at the closing of the exhibit.
- ◆ All artwork is insured for your protection. The College recommends artwork valued over \$1,000 have a current professional appraisal by a reputable art gallery at the owner and/or artist's expense for insurance valuation purposes.* If the undersigned artist or agent chooses not to have a professional appraisal and the art piece(s) is damaged or loss occurs, the most the College will pay is \$500. Final decision regarding repair, replacement, or payment for damage to artwork, will be made by the insurance company. Artwork is only insured for the dates of the exhibit and a handling period of 7 days prior to, and following, the dates of the exhibit. No transit coverage is provided.
***An item whose value exceeds \$10,000 must have a current professional appraisal and Risk Management written approval of risk control plans and coverage before the execution of this agreement. No insurance coverage will be provided without a current professional appraisal and risk management approval.**
- ◆ Any artwork left by an artist beyond 30 days of closing date of exhibit becomes the property of MHCC.

Artist (or agent) signature

Date

All artwork listed on the reverse side has been picked up from MHCC Visual Arts Gallery.

Artist (or agent) signature

Date