



Marilyn Saabye

ATTLEBORO  ARTS MUSEUM

Flower Show Nature-themed Exhibition Loan Agreement Guide 2024

There are 5 sections to the Flower Show Nature-themed Exhibition online Loan Agreement. Note: THIS AGREEMENT MUST BE FILLED OUT IN ADVANCE OF ARTWORK DELIVERY. Please enter information in upper and lower case. This online Loan Agreement must be completed in one sitting. You cannot leave the page and return without losing your content.

You DO NOT need to sign into Google to complete
The “*Required” indication refers to the sections l

[Sign in to Google to save your progress. Learn more](#)

* Required

Make sure you click SUBMIT at the end of Section 5 to complete your loan agreement. If you don't click SUBMIT, we will not receive your information.

THE FOLLOWING IS THE CONTENT THAT YOU WILL SEE ON THE LOAN AGREEMENT:

Section 1 – Artist Contact Information

- Name, Address, Phone, and Email

Section 2 – Artwork Delivery Date Options (No Exceptions.)

- Thursday, March 7th between 10am-4pm
- Friday, March 8th between 10am-4pm
- Saturday, March 9th between 10am-4pm

Section 3 – Artwork Submission #1

- Title (maximum of 60 characters including spaces. Please enter in upper and lower case)
- Medium
- Size: Height x Width x Depth (Be sure to include FRAMED dimensions on applicable pieces. 2D or wall-mounted art CANNOT exceed 30" x 30" framed. Diptychs and triptychs must be no larger than 30" x 30" including frames and space between pieces. 3D art CANNOT exceed 100 lbs or have a footprint over 24" x 24")
- Price
All work can be for sale. All sales (and MA sales tax) will be handled through the Attleboro Arts Museum. Museum commission: Members 70% to Artist; 30% to the AAM. Non-members 60% to Artist; 40% to the AAM. Work not for sale must be labeled NFS. No POR (price upon request).

- **Gallery Sales**
If a work that is on view at the Museum sells elsewhere during the time of the Nature-themed Exhibition, it is still subject to the aforementioned commission. Please submit art that can only be purchased at the Museum while this exhibition is on view.
- **Insurance Valuation**
Unless the lender expressly elects to maintain their own insurance coverage, the AAM will insure this loan of artwork under its finer arts policy for the documented “artist value” 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 of a piece on loan. The maximum insurance value that will be covered is \$2000. If the lender chooses to maintain their own insurance, the AAM must be supplied with a certificate of insurance naming the AAM as an additional assured or waiving subrogation against the AAM. If the lender shall fail to supply the AAM with such a certificate, this loan agreement shall constitute a release of the AAM from any liability in connection with the artwork on loan.)
- Special handling instructions regarding ONLY the safety of this artwork
- ID Form acknowledgement

Section 4 – Artwork Submission #2 (SKIP to Section 5 if you’re only submitting 1 piece)

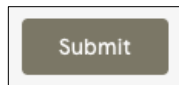
- Title (maximum of 60 characters including spaces. Please enter in upper and lower case)
- Medium
- Size: Height x Width x Depth (Be sure to include FRAMED dimensions on applicable pieces. 2D or wall-mounted art CANNOT exceed 30" x 30" framed. 3D art CANNOT exceed 100 lbs or have a footprint over 24" x 24")
- Price
All work can be for sale. All sales (and MA sales tax) will be handled through the Attleboro Arts Museum. Museum commission: Members 70% to Artist; 30% to the AAM. Non-members 60% to Artist; 40% to the AAM. Work not for sale must be labeled NFS. No POR (price upon request).
- **Gallery Sales**
If a work that is on view at the Museum sells elsewhere during the time of the Nature-themed Exhibition, it is still subject to the aforementioned commission. Please submit art that can only be purchased at the Museum while this exhibition is on view.
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on a per occurrence basis that will not be assumed by the Museum for the price of a piece on loan. The maximum insurance value that will be covered is \$2,000. If the lender chooses to maintain their own insurance, the AAM must be supplied with a certificate of insurance naming the AAM as an additional assured or waiving subrogation against the AAM. If the lender shall fail to supply the AAM with such a certificate, this loan agreement shall constitute a release of the AAM from any liability in connection with the artwork on loan.)

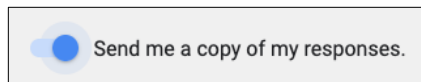
- Special handling instructions regarding ONLY the safety of this artwork
- ID Form acknowledgement

Section 5 – Conditions Governing Loans & Signature

Make sure you click SUBMIT at the end of Section 5 to complete your loan agreement. If you don't click SUBMIT, we will not receive your information.



To receive a copy of your loan agreement – click on the “circle” icon at the end of the form, it will turn blue when you select this option.



Ready to fill out your Loan Agreement? Visit: <https://forms.gle/22tGLWwLVr82HJoN8>

NOTE: The Flower Show is one of the Museum's most critical fund-raisers. Therefore, our standard free admission policy is not in place for this event. All attendees, including nature-themed exhibit and floral globe design artists, are kindly asked to pay the \$3 event entry fee. Thank you for your cooperation and support.