

CONDITIONS FOR LOAN

Responsibility/Liability, Insurance and Costs

The Borrower is obliged to make payment as agreed for the loan and the transport of the works to and from the exhibition.

The Borrower must bear full responsibility for the works during the handling, transport, throughout the duration of the exhibition and to the time when the works are returned to the place of origin.

The Borrower is obliged to insure the borrowed works according to the given insurance value, during the handling, transport and throughout the duration of the exhibition. Insurance certificate must be sent to Skissernas Museum – Museum of Artistic Process and Public Art, hereby referred to as the Lender.

The Borrower is responsible for compensating the Lender for any damages, loss and/or costs pertaining to the works.

The Borrower or a representative who has the authority to insure that all the points given in the loan documents/terms of agreement are fulfilled, must sign loan documents in two (2) copies. One copy is to be returned to the Lender and one copy is to be retained by the Borrower.

Requirements for Box/Package

The Borrower must supply a new box containing springs/insulation (e.g. neopolen), according to quality standards for construction, used by museums, regarding density/water-resistance, sufficiently strong wall etc.

The frame of the box is to be constructed of plywood and the edges is to be reinforced with extra plywood. This gives maximal protection against blows to the box, and the strength is divided optimally, without danger of the box cracking. The inside of the box must be lined with plastic to prevent any moisture from penetrating. The box is also to be covered with a minimum of 30 mm neopolen.

Alternatively, wood packing can be used if it is of the kind accepted by The Department of Agriculture, according to international standards for wood packaging – ISPM 15. The following are types of wood packaging: wood from coniferous and deciduous trees, all types of wood packaging in effect, with the exception of processed wood such as boards of shingles, plywood and other wood which has been produced by gluing, high temperatures or pressure. A basic requirement is that the wood is to be treated with heat (56° C in the core of the wood for at least 30 min.) in order to insure that it is free from vermin (KD 56°C/30 min.). The wood should be stripped of bark, but this is not a basic requirement.

A logbook of climate conditions accompanying the box, would be advantageous, so that a continuous check of the conditions may be made in order to see how the transport has been handled and to later explain any damages, in the event of such occurring during transportation.

Requirements for Transport and Vehicles of Transport

The Borrower shall consult with and obtain advance approval from the Lender before finalizing any transport arrangements. All packing, transportation and customs formalities made by the Borrower, including movements of the loaned objects between venues, must be approved by the Lender. Only professional transporters of works of art with vehicles meant for the said transport are accepted.

The vehicle of transport must be equipped with air-conditioning, total air-cushioning/gas-cushioning and security equipment with an alarm system (burglar alarm, assault alarm, gas alarm individual/personal alarm) and preferably GPS-surveillance (GPS-positioning and GSM communication).

Transport insurance is required from the time of fetching the works to the time that they are returned.

In the event that other objects are transported simultaneously, these should be accounted for because of insurance and security.

Two persons must be in the vehicle of transport.

The transport should occur from door to door. If a transitional storage is necessary during transport, this should be done in a space with Security Class 3.

If external transporters are used, aside from the above mentioned requirements, frequency of damages must be examined and a guarantee for the time frame is required. The personnel should also have experience of handling sensitive and fragile objects.

The Borrower is obliged to arrange for and make payment for the transport of the works, both before and after the period of the exhibition.

The works must, after the duration of the loan is completed, be immediately without any delay, returned to the Lender. The Lender is to be informed well in advance as to the estimated arrival time of the borrowed works.

Couriers

The Lender reserves the right to determine at any time prior or during the exhibition period that courier accompaniment is required and to designate a courier (the "Courier").

Unless otherwise agreed in writing, the Courier must have the opportunity to supervise the unpacking/repacking, condition reporting, installation/de-installation of the loaned objects.

The Courier's per diem, travel and hotel costs will be paid by the Borrower.

Report on Condition of the Works, Handling, Unpacking/Packing

The box/package, should if possible, be acclimatized for 24 hours before it is unpacked. This is especially important if the climate between the place of origin and the place of loan differs.

The Borrower is, at the time of unpacking, obliged to check the status and condition of the works with the help of the report attached to the loan documents. The report on the condition of the works shall thereafter be signed by a conservator and retained till the end of the exhibition. Before packing the borrowed works, the Borrower is obliged to make another check, sign and date the report/papers and send the report/papers back to the Lender, along with the works.

In the event of any change or deviation in the status of the works, the Borrower must immediately on discovery of this, report in writing to the contact person at Skissernas Museum – Museum of Artistic Process and Public Art who thereby decides what measures are to be taken.

In the event of any damage, which occurs during the period of loan, the Borrower shall immediately send a written report to the contact person at Skissernas Museum – Museum of Artistic Process and Public Art, who thereby decides what measures are to be taken.

The works of art shall be placed and handled according to instructions from the Lender so that damage does not occur. All handling of the works must be done wearing gloves, in order to protect the works and to ensure a secure grip.

Any further cleaning, examination, mounting/dismantling or restoration may only occur through Skissernas Museum or with the consent of the Lender.

The ADK-labels/markings must not be removed.

The works must, at the time of the return transport, be packed in the same way, using the same crates, as transported from the Lender.

Exhibition Halls and Security

The borrowed works of art must be kept in premises having the necessary protection against moisture, light, burglary, fire and other effects on the works, around the clock. This also applies during the packing and unpacking of the works.

Material	Humidity	Temperature	Light
Painting on canvas	RH 45 % +- 5 %	18° +-2°	150-200 lux
Art on paper	RH 45 % +- 5 %	18° +-2°	50 lux
Photography	RH 35 % +- 5 %	18° +-2°	50 lux
Object/Sculpture	RH 40 % +- 5 %	18° +-2°	50-300 lux
Mixed media	RH 45 % +- 5 %	18° +-2°	50-300 lux

Continuous climate assessments should be able to be presented at a later date.

Reproduction and/or Renaming of Works of Art

Reproduction of a work of art produced by the Borrower may only occur if the concerned originator gives consent.

The name of Skissernas Museum – Museum of Artistic Process and Public Art shall be clearly evident during the exhibition in catalogues, folders, and material to the Press etc.

Incidental/Other

Two (2) copies of the exhibition catalogue shall be given to the Lender's library and archives.

If the duration of the loan is to be prolonged, a written application must be sent to the Lender.

The Lender has at any time the right to recall the works of art, if it is felt that the Borrower does not fulfill the conditions of loan.