



201 Washington Street  
Reading, PA 19601  
610-374-4600 www.goggleworks.org

**LOAN AGREEMENT**

EXHIBITION: **BERKS ART ALLIANCE ANNUAL JURIED EXHIBITION**

DATES OF EXHIBITION: **AUGUST 1-SEPTEMBER 8, 2010**

DATES OF LOAN: **JULY 26 –SEPTEMBER 9, 2010**

LENDER (Artist):

ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

NAME OF CONTACT PERSON (if other than lender):

TITLE(S) : Please complete information below or attach a sheet to this form with titles of artwork, size and medium, date of work and value.

DATE	TITLE	MEDIUM	DIMENSIONS	PRICE / VALUE	FOR SALE?
1. _____	_____	_____	_____	_____	YES / NO
2. _____	_____	_____	_____	_____	YES / NO

**INSURANCE**

Please indicate if the work is For Sale or Not For Sale. Please indicate the price of the work if the item is for sale and the value of the work if the item is not for sale. The GoggleWorks receives a 35% commission on all work sold.

If the work is for sale, the GoggleWorks will insure the work for 65% of the retail value (price of artwork less the 35% commission). If the loan artwork/object is not for sale, the GoggleWorks will insure the artwork for its full value.

GoggleWorks is required to add 6% State of Pennsylvania sales tax to all artwork sold.

**Hand Delivered Work: Artists who do not pick up their work on the designated day will be charged a \$25 per day storage fee.**

(Turn over and sign other side)

**THIS LOAN IS SUBJECT ALSO TO THE FOLLOWING CONDITIONS CONCERNING LOANS:**

1. The Gallery at the GoggleWorks will provide to objects borrowed the same care as it does to comparable property of its own.
2. The Gallery will insure each object in the amounts specified on this Exhibition "Loan Agreement" for the period of this loan. If the Lender elects to maintain her/his own insurance coverage, the Gallery must be supplied with a certificate of insurance naming the GoggleWorks as an additional insured or waiving rights of subrogation. If the lender fails to provide said certificate, this failure shall constitute a waiver of insurance by the lender. The Gallery shall not be responsible for any error or deficiency in information furnished by the Lender to the insurer or for any lapses in such coverage.
3. Artwork accepted for loan will be on display at the discretion of the Executive Director/Curator. GoggleWorks maintains the right not to exhibit a work if it does not arrive in proper condition for exhibition.
4. It is the responsibility of the Lender to notify the Gallery promptly in writing if there is a change in ownership of the object lent or if there is a change in the identity or address of the lender. The object lent will be returned only to the Lender and the address of record.

**Please complete, sign and return to Berks Art Alliance with application information on Intake Day. Berks Art Alliance will forward signed copies to GoggleWorks Art Gallery.**

I have read the general conditions above and accept them.

Signature of Lender \_\_\_\_\_ Date \_\_\_\_\_