



Artifact Loan Agreement

Loan #	Date:
Museum Name (<i>hereafter "Museum"</i>) : Saskatchewan Land Surveyors Association Museum	
Lender Name (<i>hereafter "Lender"</i>) :	
Lender to be Credited on the Display as:	
Lender Representative Name:	
Address:	E-mail:
Phone Number:	Mobile Number:
Alternate Representative:	
Address:	E-mail:
Phone Number:	Mobile Number:

The Saskatchewan Land Surveyors Association gratefully acknowledges receipt of the following objects on loan **for a Period from:** _____ **to:** _____

Identification Number	Object Name and Description (<i>hereafter "Property"</i>)	Condition	
		Arrival	Departure

Special Requirements (handling/shipping/environment, etc.): _____

The conditions, as stated on this form, and any attachments, represent the total agreement between the Museum and the Lender. No other terms are binding on the Museum.

The Lender agrees that the Lender shall indemnify and save harmless the Museum, its agents and employees against any charge, cost, claim, demand or expense related to or arising from the Lender's failure to observe the requirements of any provincial or federal laws or regulations.

Acceptance of Loan Property		
Authorized Lender	Museum Representative	Date Received by Museum:
Name (please print):	Name (please print):	
Signature:	Signature:	
Return of Loan Property		
Authorized Lender (please print):		Date Returned to Lender:
<i>I hereby acknowledge the return of the above Property in satisfactory condition</i> (Signature):		

The Museum agrees:

- RETURN: To coordinate with the Lender, prior to the end of the loan period, for the return of the Property.
- CARE and PRESERVATION: To give the Property the same care as it does comparable property of its own; to endeavor to protect the Property from fire, theft, and mishandling; and to report any damage to the Lender. It is understood that all objects are subject to gradual inherent deterioration for which neither party is responsible. The Museum shall not incur any liability or responsibility in the event of the loss or destruction or damage of any of the Property, no matter how caused.
- CONSERVATION: To refrain from cleaning, altering or repairing the Property without the written authorization of the Lender.
- CREDIT: To acknowledge and credit the Lender of the Property where the Property is exhibited.

The Lender agrees:

- PACKING AND TRANSPORTATION: (following advice from the Museum) to pack the Property for transit and supply suitable and sufficient materials for the borrowing institution to repack the objects for transport.
- RETURN: To accept return of the Property on the day of or the day following the last day of the loan period and to acknowledge receipt of the Property. That if the Lender does not accept receipt of the Property within 30 days after notification from the Museum, this agreement shall be terminated and the Museum has the right to dispose of the Property in any manner it may choose. That in the case of the death of the Lender while the Property is in possession of the Museum, the executor or heirs of the estate will notify the Museum and will have one year to withdraw the Property or formulate a new agreement; or, failing to do this, the Property will become the outright property of the Museum.
- COPYRIGHT: To permit the Museum to create and use images of the Property for museum activities including but not limited to catalogues and educational or marketing materials.
- DURATION: To the named period of time on Page 1 of this agreement. To agree to consider extension of this period if requested by the Museum.

Both Parties agree: To sign a Loan Agreement form, agreeing to all conditions of loan. Any amendments to the terms or conditions of this loan are to be made in writing and agreed to by both Parties. That the Property shall remain the property of the Lender. To treat with confidentiality any contracts made with each other relating to the Loan Agreement.