



Ralph Gallery of Fine Arts RM117, 3000 Frederica Street, Owensboro, KY 42301, 270-852-3608, HLOGSDON@KWC.EDU

ARTIST RELEASE, WAIVER OF LIABILITY & LOAN AGREEMENT

I (lender/artist herein known as Artist), _____, understand and agree that the Kentucky Wesleyan College, Ralph Gallery of Fine Arts, located at 3000 Frederica Street, Owensboro, Kentucky 42301 is allowing me to display items on loan in its gallery from _____ through _____ (month, day, year) for the purpose of the exhibition _____ (title). The Artist is expected to leave the work hanging for the complete time unless written permission is received from the curator to remove the work earlier. All work must be dry and ready to display, properly framed and wired for hanging. The Artist represents themselves as the sole legal owner of all rights, titles and interests in all artwork submitted. The Ralph Gallery of Fine Art carries no insurance for loss or damage to artwork in the exhibit, nor assumes liability for the same. Artist should provide own coverage, but is not required. Artist grants permission for the Ralph Gallery of Fine Arts to reproduce their name, information describing their work, representations of their work and any other information they have provided for the purpose of display, promotion and publicity either now or in the future. Artist agrees to display, pack, transport, and provide for the return of their artwork at their own risk and expense. If Artist is not available on-site to display, re-pack or re-transport their work, they give permission to the gallery to do so on their behalf at their own risk and expense. Artist agrees to transport items before the Opening Date and shall be removed from the gallery’s premises within 3 business days following the end date above, unless otherwise noted in a written agreement between the parties. Works left over 30 days beyond the end date become the property of the Ralph Gallery of Fine Arts. No fees will be collected from the exhibitor and all sales are the responsibility of the artist. A complete list of artworks lent to the gallery is provided below for inventory and display purposes only (please use back side if applicable). The artist agrees to allow the gallery to promote, photograph and video artworks in print, web and/or television.

ARTIST ONLY: I wish to be identified as the creator of the work on loan as follows:

Title	Medium	Organization	Size	Year	Price/NFS

WAIVER OF LIABILITY ACKNOWLEDGED: The Artist understands and agrees they have read the conditions and agrees to abide by said conditions while releasing the Ralph Gallery of Fine Arts and its owner from liability for loss or damage to works lent. The Artist shall assume any responsibility or obligation for any loss or damaged item(s). It is further understood that items on display are not and will not be covered under any insurance policy owned by the Ralph Gallery Fine Arts and it is the artist’s burden of cost. This waiver will be kept on file for up to one year following the exhibit.

I HAVE READ, UNDERSTAND, AND AGREE TO THE POLICIES AS STATED ABOVE.

Lender/Artist signature

Date

Borrower/Curator signature

Date

Office use only:

Art Received: _____ Total items _____ Art Picked up: _____ Artist Initials _____ Curator _____