

GALLERY EAST ARTWORK LOAN AGREEMENT

This Artwork Loan Agreement is entered into by _____ (Artist/Lender) and Cuyahoga Community College on behalf of Gallery East as follows:

Exhibition Title: The Tri-C/Ursuline Annual Art Therapy Exhibition: Creative Resilience: Arts Role in Mental Health.

Exhibition Dates: Feb 27, 2025 (opening reception, 6 – 9 pm) – April 3, 2025

Artwork Drop Off Dates and Times: Wednesday, Feb 19, 2025 (10:30 am – 3:30 pm)
Thursday, Feb 20, 2025, (10:30 am – 7:30 pm)

Artwork Pick Up Dates and Times: Monday, April 7, 2025, (10:30 am – 3:30 pm)
Tuesday, April 8, 2025, (10:30 am – 7:30 pm)

Exhibition Location: Gallery East, Cuyahoga Community College’s Eastern Campus Education Center (EEC, 104), 4250 Richmond Road, Highland Hills, Ohio 44122.

Artist/Lender Information:

Name: _____

Address: _____

Email: _____

Phone: _____

Website: _____

TERMS AND CONDITIONS GOVERNING ARTWORK LOAN AGREEMENT

1. It is understood that the Artist/Lender authorizes Cuyahoga Community College to photograph and reproduce in any media the loans for archival, educational, or publicity purposes.
2. Cuyahoga Community College will insure the Artworks under an all risk property insurance policy, for the amount indicated on the face of this agreement, against all risks of physical loss or damage from any external cause while on location during the period of the loan. Transportation to and from the exhibition location is not covered by this policy.
3. The Artworks shall remain in possession of Cuyahoga Community College in the Exhibition for which they have been borrowed for the time specified in this agreement.
4. Cuyahoga Community College is not responsible or liable for any Artworks not collected by the Artist/Lender by the last date listed for Pick Up of Artworks unless other arrangements have been made in writing.
5. Artworks may be listed for sale during the Exhibition. All sale transactions will go through the artists themselves. Cuyahoga Community College will collect the information of interested buyers and will deliver this information to the artist. Cuyahoga Community College will not release Artwork/s to the Buyer without the written permission of the Artist/Lender.

I have read and agree to the attached Terms and Conditions printed on below and certify that I am the owner or the agent of the owner authorized to agree thereto. I understand that by signing this Agreement, I agree to be bound by all the provisions set forth herein.

Artists/Lender/Authorized Agent Signature: _____

Name (please print): _____

Date: _____

Borrower's Signature for Institution: _____

Name/Title for Institution (please print): Cuyahoga Community College, Gallery East

Date: _____

Please sign, date, and return the completed agreement to Gallery East.