

Agreement to Lend

Buffalo State SUNY
Design Department Office
Upton Hall 402
1300 Elmwood Ave
Buffalo, New York 14222

Artist:

Name:	
Address:	
Telephone:	
Email:	

Description of Object:

Title:			
Medium:			
Size (Height x With x Depth):			
Course in which work was created		Faculty	
Insurance Value			
Date			

Period of Loan:

Friday, _____ (last day of CEP week) to Friday, _____ (last Friday before CEP week)

Signature of the Artist:		Signature of Artist:	
Date work delivered		Date work received back	

Signature of Design Dept. Rep.		Signature of Design Dept. representative	
Date work received:		Date handed back	

It is understood that this loan will be on view in the Design Department Office Upton Hall 402 for one semester.

Design Department Office Exhibition Waiver of Liability

The Artist assumes responsibility and agrees to protect and hold harmless Buffalo State SUNY, the Design Department at Buffalo State, and the volunteers of the department setting up the exhibition in the design office, against all claims, losses and damages to persons and property. Artist and exhibitor understand and agree that all entries are submitted at the owner's risk. Buffalo State will not assume responsibility for loss or damage to art work(s), the loss or damage to frames or glass, no matter how sustained to the artist's artwork.

The Artist acknowledges Buffalo State SUNY, the Design Department at Buffalo State SUNY, and the department volunteers setting up the exhibition do not maintain insurance covering the Artist's property or liability. It's the sole responsibility of the Artist to obtain any property damage, liability, or loss insurance covering any and all losses by the Artist. We suggest that exhibitors carry their own insurance coverage.

I (we) hereby accept the conditions set forth above. I (we) have read the Design Department Office Exhibition Waiver of Liability. I (we) retain all copyrights to the work. Sales of original artwork and reproduced artwork does not include reproduction rights to the work.

Artist Name (Print):	
Artist Signature:	
Date:	