



The St. Joseph Museums, Inc.
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INCOMING LOAN AGREEMENT

Page 1 of

Name of Lender(s) _____ Date _____

Address _____ Phone _____

City & State _____ Zip _____

Period of Loan: From _____ to _____

I (we) as Lender(s) have read and understand the provisions on the reverse side of this document.

Signature of Lender

Date

This Agreement is accepted on behalf of the Board of Trustees of the St. Joseph Museums, Inc., by _____
St. Joseph Museums (Title)

Catalog #	Object Description	Value

Returned _____
Lender(s) _____ Date _____

Returned _____
St. Joseph Museums (Title) _____ Date _____

The St. Joseph Museums, Inc., is accredited by the American Association of Museums

**CONDITIONS GOVERNING LOANS
TO THE ST. JOSEPH MUSEUMS, INC.**

1. For the period of the loan, the items may be displayed, stored, or otherwise used by The St. Joseph Museums, Inc., at its discretion, subject however, to its exercising the same care and discretion in such display, use, and storage as is customary in dealing with similar items owned by or on loan to the Museums.
2. The St. Joseph Museums, Inc., will insure the loan items wall-to-wall under its fine arts policy for the amount specified by the lender on this loan form against all risks of physical loss or damage from any external cause while in transit and on location during the period of this loan; provided, however, that if the work shall have been industrially fabricated and can be replaced to the artist's specifications, the amount of such insurance shall be limited to the cost of such replacement. If no amount shall have been specified by the lender, the Museums will insure the work at its own estimated evaluation. The Museums' fine arts policy contains the usual exclusions for loss or damage due to war, invasion, hostilities, rebellion, insurrection, confiscation by order of any Government or public authority, risks of contraband or illegal transportation and/or trade, nuclear damage, wear and tear, gradual deterioration, insects, vermin and inherent vice, and for damage sustained due to and resulting from any repairing, restoration, or retouching process unless caused by fire and/or explosion. The lender agrees that, in the event of loss or damage, recovery shall be limited to such amount, if any, as may be paid by the insurer, hereby releasing the Museums and the Directors, officers, agents, and employees of the Museums from liability for any and all claims arising out of such loss or damage.
3. If the lender chooses to maintain his own insurance for items or collections on loan to The St. Joseph Museums, Inc., the Museums must be supplied with a Certificate of Insurance naming the Museums as an additional insured and waiving subrogation against the Museums. If the lender shall fail to supply the Museums with such a Certificate, this loan agreement shall constitute a release of the Museums from any liability in connection with the loan items. The Museums cannot accept responsibility for any error or deficiency in information furnished to the lender's insurer or for any lapses in coverage.
4. The St. Joseph Museums, Inc., may photograph or similarly reproduce in any media the items described on this receipt for record, education, or publicity purposes, under the same regulations as pertain to the items in the Museums' permanent collections.
5. Any item loaned for a specific term shall be returned to the lender at the expiration of the loan period. The item will be returned only to the owner or lender unless notified in writing to the contrary. The St. Joseph Museums, Inc., shall be notified of any changes in ownership during the pendency of this loan, whether by reason of death, sale, insolvency, gift or otherwise, and prior to its return, the new owner shall be required to establish his/her legal right to receive the items by proof satisfactory to the Museums.