

## The National Trust of Australia (NSW) – Inward Loan Agreement

### Lender Details

**Name of Organisation or Individual:**

**Street address:**

**Postal address:**

(if different from above)

**Contact person:**

**Position:**

**Telephone (BH):**

**Fax:**

**Email:**

**Method of transport:**

**Courier requirements:**

**Loan pick up address:**

(if different from above)

**Contact name for delivery:**

**Telephone (BH):**

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### Loan Details

**Loan Number:**

**Purpose of loan:**

(eg. exhibition, research, photography)

**Exhibition Title:**

**Venue:**

**Loan period:**

(Period to include transport to and from venue)

**Exhibition Dates:**

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### Object Details

**Total number of items:**

**Total insurance value: \$**

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### Object Condition

Is the Lender able to supply a Condition Report?

**What is the lender's relationship to the object(s):**

- |                           |                          |                         |  |
|---------------------------|--------------------------|-------------------------|--|
| <b>Owner</b>              | <input type="checkbox"/> | <b>Creator / artist</b> | <input type="checkbox"/>                               |
| <b>Family Member</b>      | <input type="checkbox"/> | <b>Dealer</b>           | <input type="checkbox"/>                               |
| <b>Executor of Estate</b> | <input type="checkbox"/> | <b>Other</b>            | <input type="checkbox"/> <b>Please elaborate .....</b> |
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**Credit Line Details**

**Please state the name you would like acknowledged or credited for exhibition and publicity purposes, for example, "Courtesy of Elliot Family"**

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***Please read the Standard Conditions of Loan, and sign and date the relevant section at the end of this agreement***

**The National Trust of Australia (NSW) – Standard Inward Loan Conditions**

**Costs**

The Lender will bear all costs associated with the loan unless stated otherwise.

**Transport**

1. The Lender will undertake the packing and transport arrangements for the loan object(s) as agreed with the National Trust.
2. All packing materials will be retained to repack object(s) exactly as they were received unless otherwise specified by the Lender or the National Trust.

**Protection and Management**

3. Security arrangements at the nominated venue for the duration of the event is the responsibility of the Lender
4. In the event of damage during transit, The National Trust will need to be notified immediately and all packing materials are to be retained for inspection by the National Trust.
5. The Lender will ensure that loan object(s) are displayed in appropriate environmental conditions applicable to the requirements of the object(s).

**Duration**

6. The loan agreement may be terminated or varied by either The National Trust or the Lender by giving at least 30 days written notice to the other party.

**Insurance**

7. The National Trust undertakes to insure the object(s) against all risks of physical loss or damage whilst in transit between the point of pickup and return and whilst on location at The National Trust nominated venue during the period of this loan, for the amount specified by the lender on this front of this document.

8. The amount specified must not exceed market value. If the lender fails to indicate an amount, the National Trust will set a value only for the purposes of insurance for the period of the loan; said value is not to be considered an official valuation or appraisal.

**Return**

1. At the end of the loan, The Lender will remove object(s) from the nominated venue. Any change of destination must be supplied in writing by The National Trust.
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I certify that I am the sole owner / co-owner / authorised representative of the owner of the works listed on this agreement and confirm to the conditions of the loan. I also certify that legal title to these objects is unencumbered by any outstanding or future third party claims and indemnify The National Trust of Australia (NSW) and its employees of any liabilities or damage as a result of third party claims.

**Agreement to all Standard and Specific Loan Conditions:**

\_\_\_\_\_  
**Signature of Lender or Authorised Agent**

**Date:**\_\_\_\_\_

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Position**

\_\_\_\_\_  
**Signature of Executive Officer, National Trust  
(or Authorised Agent).**

**Date:**\_\_\_\_\_

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Position**