**CONDITION REPORT
FOR EXHIBITION LOANS**

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| **EXHIBITION** |
| EXHIBITION TITLE: |  |
| EXHIBITION VENUE: |  |
| EXHIBITION DATES: |  |

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| **ARTWORK DESCRIPTION** |
| INVENTORY NUMBER: | [INSERT SMALL IMAGE OF THE ARTWORK HERE] |
| ARTIST’S NAME: |
| FULL ARTWORK CAPTIONS:[INSERT HERE ARTWORK TITLE, DATE, MEDIUM AND DIMENSIONS] |
| LENDER: |

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| **CONSERVATION MEASURES (AS PER LOAN AGREEMENT)** |
| [ADD HERE TEMPERATURE, HUMIDITY, LIGHT AND OTHER REQUIREMENTS] |

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| **ACCESSORIES / EQUIPMENT**  |
| FRAME: | □ Yes □ NoIf yes, describe (material, style, dimensions): |
| GLAZING / VITRINE: | □ Yes □ NoIf yes, type of glazing:□ Museum glass (anti-reflex, anti-UV)□ Anti-reflex glass□ Acrylic glass |
| PEDESTAL: | □ Yes □ NoIf yes, describe (material, dimensions): |
| OTHERS: | [DESCRIBE HERE ANY ADDITIONAL ACCESSORY RECEIVED – E.G. CABLES, SPECIAL INSTALLATION TOOLS, ANCHORS] |

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| **PACKING & SHIPMENT**  |
| TYPE OF PACKAGING | □ Crate □ T-frame □ Shadow box □ Cardboard box □ Bubblewrap □ Tyvek □ Pallet □ Other: |
| SHIPPING COMPANY: |  |
| COURIER: | □ Yes, in person incl. transit□ Yes, for installation only□ Bookend courier□ Virtual courier □ No  |

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| **CONDITION NOTES** |
| **CONDITION OF THE ARTWORK** |
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| **CONDITION OF THE ACCESSORIES / EQUIPMENT** |
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| **CONDITION OF THE PACKAGING** |
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| **ADDITIONAL NOTES** |
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CONDITION REPORT PREPARED BY: [INSERT NAME OF CONSERVATOR]

LOCATION, DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attachments: Map of the artwork, images

**TO COMPLETE UPON ARRIVAL & INSTALLATION AT THE EXHIBITION VENUE**

□ No visible changes to the artwork condition

□ Changes were noted in the artwork condition

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| **DESCRIPTION OF CHANGES TO THE ARTWORK** |
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ARTWORK CHECKED BY: [INSERT NAME OF CONSERVATOR]

LOCATION, DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TO COMPLETE AT THE END OF THE EXHIBITION**

□ No visible changes to the artwork condition

□ Changes were noted in the artwork condition

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| **DESCRIPTION OF CHANGES TO THE ARTWORK** |
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ARTWORK CHECKED BY: [INSERT NAME OF CONSERVATOR]

LOCATION, DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_