



# Art-on-Loan Contract

School of Visual and Performing Arts • Art Program  
UNIVERSITY OF LOUISIANA MONROE

This is a Microsoft Word form-field document. When a field is highlighted it is ready for entry. You may type or paste into a field. The Tab key will move forward through the fields. Use Shift-Tab to move backward. Complete this form, save with artist name, print and sign.

### In accepting this award, the artist agrees to:

**One-year loan of artwork**, described below, for continuous display at the indicated location on the campus of The University of Louisiana Monroe:

### Check box for location of office, or suite of offices:

- President  Vice President of Academic Affairs  Vice President of Student Affairs
- Vice President for Information Services & Student Success
- Vice President for Enrollment Management and University Relations
- Dean, College of Arts, Education, and Sciences  Dean, The Graduate School
- Associate Dean, College of Arts, Education, and Sciences
- Director, School of Visual and Performing Arts  Director, Northeast LA Arts Council
- Director of Physical Therapy Program  Office of Information Technology

**SAMPLE**  
For viewing only  
Download form-field docx to complete for submission

### Artwork to be loaned:

Title of work:	<input type="text"/>		
Medium:	<input type="text"/>		
Size in inches:	Height: <input type="text"/>	Width: <input type="text"/>	Depth: <input type="text"/>
Price or Insurance Value:	\$ <input type="text"/> <b>YOU MUST ENTER VALUE!</b>	Check box if Not For Sale <input type="checkbox"/>	
Display Dates:	<input type="text"/> to <input type="text"/>		
Artist name:	<input type="text"/>		
Artist Address:	<input type="text"/>		
	City: <input type="text"/>	State: <input type="text"/>	Zip: <input type="text"/>
Artist e-mail:	<input type="text"/>		
Artist Phone(s):	<input type="text"/>	Artist SS#	<input type="text"/>

Stipend amount to be awarded: \$

\_\_\_\_\_   
Artist Signature

\_\_\_\_\_   
Date

Reproduction rights, for the artwork on loan, are granted where the artwork appears in normal background photographs, or is used in promotion of the School of Visual and Performing Arts, or the University of Louisiana Monroe. Other uses should be with the permission of the artist.

Art work described above will be delivered to the location indicated

on or before:

\_\_\_\_\_   
Joni Noble, Program Coordinator  
Art Program

\_\_\_\_\_   
Date