

**Art Protection Memorandum  
Request for Art Exhibit Coverage  
Roberta Avonn Fiskum Art Gallery  
James R. Connor University Center  
University of Wisconsin-Whitewater**

To be submitted along with an itemized list of artwork and individual values

**General**

Artwork on loan to the R.A.F. Gallery is protected by the State of Wisconsin Self-Funded Property Program for the actual cash value at the time of the loss. The dollar amount shown after each item on the list of items to be covered is the maximum amount that will be paid out automatically. In order to determine the value at the time of loss, various factors will be considered. A professional appraisal is required for all items that are valued at \$10,000 or more and is recommended for any rare, irreplaceable or unusual items.

**Art Loan by an Art Gallery**

Galleries are expected to have documentation as to price paid for the piece of art and the selling price of similar works of art by the same artist.

**Art Loans by Professional Artists**

Generally, one-person shows or group shows will fall under this category. In the event of a loss, the artist will be required to furnish appraisals or proof of previous sales of similar works to document the values placed on the exhibit.

**Art Loans by Art Collectors**

For shows that are owned by an individual collector and collected over a period of time, the collector will be expected to show sales receipts or professional appraisal of rare and expensive items to verify values.

**Art Loans by Non-Professionals**

Generally, this class refers to one-person shows put on by art students, such as juried or graduation shows. Unless the artist has had previous sales of similar works of art, the value will be negotiated between the State of Wisconsin Self-Funded Property Program and the artist, using information as appraisals of remaining works, proof of time and material values, photographs of displayed works, and previous awards.

**I understand the Provisions of this Notice:**

Signature of Lender: \_\_\_\_\_ Date: \_\_\_\_\_

Lender (please print): \_\_\_\_\_ Telephone: \_\_\_\_\_

Exhibition Title: \_\_\_\_\_

Exhibition Date: \_\_\_\_\_

Possession Dates (all inclusive): \_\_\_\_\_

Number of Pieces: \_\_\_\_\_ Total Value: \_\_\_\_\_

Signature of UC Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Campus Risk Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Updated: 3/5/08

**Art Protection Memorandum**  
**Request for Art Exhibit Coverage**  
**Roberta Avonn Fiskum Art Gallery**  
**James R. Connor University Center**  
**University of Wisconsin-Whitewater**  
*Attachment*

Lender: \_\_\_\_\_ Exhibit Date: \_\_\_\_\_

Exhibit Title: \_\_\_\_\_

Title: \_\_\_\_\_ Year: \_\_\_\_\_

Medium: \_\_\_\_\_

Insurance Value: \_\_\_\_\_

Selling Price: \_\_\_\_\_

Title: \_\_\_\_\_ Year: \_\_\_\_\_

Medium: \_\_\_\_\_

Insurance Value: \_\_\_\_\_

Selling Price: \_\_\_\_\_

Title: \_\_\_\_\_ Year: \_\_\_\_\_

Medium: \_\_\_\_\_

Insurance Value: \_\_\_\_\_

Selling Price: \_\_\_\_\_

Title: \_\_\_\_\_ Year: \_\_\_\_\_

Medium: \_\_\_\_\_

Insurance Value: \_\_\_\_\_

Selling Price: \_\_\_\_\_

Title: \_\_\_\_\_ Year: \_\_\_\_\_

Medium: \_\_\_\_\_

Insurance Value: \_\_\_\_\_

Selling Price: \_\_\_\_\_