Terms and conditions

CDU Art Collection on-campus display program

* By accepting art work(s) on loan from the CDU Art Collection staff must abide by the following terms and conditions:
* All requests for artwork are considered on a case-by-case basis and are dependent on adequate environmental and security conditions for the display of art works, staff schedules and availability.
* Works of arts are not to be moved by staff under any circumstances; please contact the Curator or Exhibitions and Collections Officer for assistance. If your work unit is being relocated, please advise the CDU Art Gallery staff 2 weeks in advance;
* No plants are to be situated within 1.5metres of a work of art (due to the risk of water damage, moisture, mould and insect infestation);
* Works of art are to be displayed away from strong light, and /or heat sources (such as lamps, kettles, photocopiers etc);
* Food and drinks are not to be consumed near the artwork;
* The area and space around the artwork must remain clear of clutter and in no way may the artwork be obscured.
* Access will be provided to view artworks as part of an annual audit within 24 hours of the request being made;
* Do not attempt to clean any artworks, framed or unframed, with any water or cleaning agents. ONLY dust with a dry cloth. If the artwork needs cleaning please advise the Curator or Assistant Curator;
* In the event of any damage or loss occurring to the artwork please notify the Curator immediately. Do not move the artwork if damaged. Simply secure the area. Please take a photograph of the situation if possible.
* Artwork(s) may be recalled by the Curator, at any time, to be included in exhibitions, teaching and learning programs, for ‘rest periods’ or conservation treatment.
* Our Faculty/College/School/Operational Work Unit agrees to cover any costs associated with the loss or damage of the artwork that fall under insurance excess. Although the CDU Art Collection is insured, there is an excess of $50,000. Thus, any expense related to the damage, loss or replacement value of artworks, to the value of $50,000 or less, is to be covered by the Faculty/College/School/Operational Work Unit of the borrower.

**To request a loan form application please email:** artgallery@cdu.edu.au