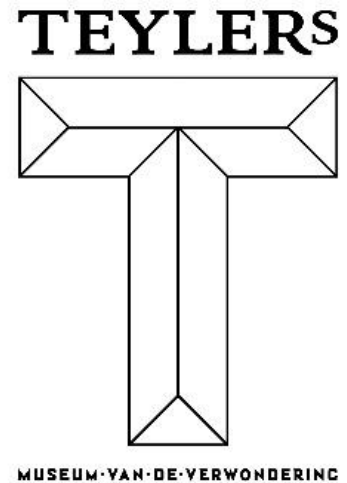


# TERMS AND CONDITIONS OF TEYLERS MUSEUM

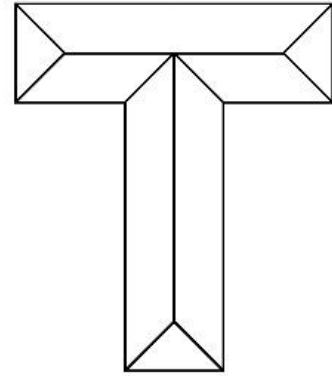
The conditions stated below apply to all objects lent temporarily by the Teyler Museum, unless otherwise agreed upon in writing. From this loan or from the observance of the conditions stated below, no right of restitution or compensation of damage can arise for the borrower. If the conditions stated below are not met, the Teyler Museum has the right to terminate the loan. The borrowing institution shall exercise the same care with respect to the loan as it does in the safekeeping of comparable property of its own.



## General Conditions

1. The borrower must accept all responsibilities and risks concerning the loan and is required to insure the loan against all risks on a nail-to-nail basis, for the value set by the Teyler Museum.
2. All information regarding the insurance value is strictly confidential and shall not be communicated to a third party.
3. All expenses resulting from the loan are to be covered by the borrower. These include: insurance, packing, customs clearance and transport of loans; the travel and subsistence expenses of members of the Teyler Museum staff escorting loans; forwarding agents' and any other related costs. Other costs that may be incurred include: record and catalogue photography; the production of any special mounts or stands required; conservation; and mounting and framing of works on paper.
4. The borrower will not submit the loan to others, house it in a building other than that of the exhibition, or use it for purposes not known to the lender.
5. In case of a travelling exhibition, each successive borrower is responsible for the loan during the period it is under his control.
6. The loan period shall exceed as little as possible the duration of the exhibition.
7. The loan may be reclaimed at any time by the Teyler Museum, irrespective of the consequences for the borrower. The borrower shall pay the expense of the return of the loan, including travel and subsistence costs of the courier, as if the loan is terminated normally.
8. If it is not possible to install the loan directly in a clean exhibition space, it should be stored in a well-equipped storage facility.
9. The borrower must take every possible measure to avoid customs inspection and unpacking, X-ray exposure, in both directions.
10. The borrower is obliged to give the courier of the Teyler Museum full access to inspect the placement and installation of the loan, or to install the object personally.

# TEYLERS



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## Damage or loss

1. The borrower shall take all possible measures to secure the loan against fire, burglary, theft, and any loss or damage.
2. It is not permitted to change the state of the loan or its frame, mount, etc.
3. In case of damage or loss, the lender shall be immediately informed. In case of damage, the borrower will refrain from undertaking any restoration measures other than on the indications and under the responsibility of the lender.
4. In case of damage to the loan during or after a travelling exhibition, if it is not clear where exactly the damage occurred, the final borrower shall be held responsible.
5. The object on loan is considered to be in good condition and undamaged, unless explicitly stated otherwise by either party. The condition report states the actual condition of the object, except in cases where there is proof to the contrary.
6. In case of disagreement regarding damage claims, the lending and borrowing parties will consult an independent third party to make a binding decision.

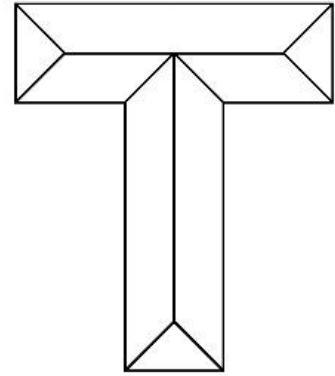
## Exhibiting Procedure

1. The borrower is obliged to exhibit the loan only under conditions that comply with universal museum standards for the objects concerned.
2. **Framed works** must be fixed to the wall; small objects must be exhibited in locked showcases.
3. **Metal objects**, metal parts of an object and gilded frames shall be handled with gloves.
4. **Books** shall be exhibited under further specified conditions. These conditions depend on the individual binding.
5. Due to the nature of **coins and medals** it is recommended that the objects are not placed in the vicinity of exits, are placed in locked display cases with impact resistant glass.

## Climate

1. **Daylight** should be kept out of the exhibition space as much as possible and should never fall directly on the object.
2. The **illumination** in the exhibition space shall not exceed the following values:
  - 50 lux (works on paper, parchment, and books)
  - 150 lux (scientific instruments)
  - 200 lux (paintings)
3. The **humidity** shall be kept between 45% and 55% RH.
4. The **temperature** shall be kept between 18 and 22°C.

# TEYLERS



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## Transport

1. The lender will stipulate the method of packing and transport.
2. Transportation of the loan is for the account and responsibility of the borrower and shall be carried out by a specialised forwarding agent. A member of the Teyler Museum staff shall escort the loan.
3. The lender may appoint someone to supervise the unpacking, installation and repackaging of the loan.

## Reproduction rights

1. It is not allowed to photograph the object(s). For catalogue and press purposes digital images obtained from the Teyler Museum should be used.
2. Unless otherwise stated the credit line is to be: **Teylers Museum, Haarlem.**
3. At least one copy of the exhibition catalogue should be sent to Teylers Museum free of charge.