

Date:

To: (name)  
(address)

Re: Boise State University Loaned Property Agreement

Dear

This agreement is intended to confirm our understanding as to your generous offer to loan Boise State University your \_\_\_\_\_, entitled “ \_\_\_\_\_ ” for the duration of \_\_\_\_\_, commencing on \_\_\_\_\_.

Boise State University agrees to be responsible for insuring the \_\_\_\_\_ for its appraised or stated value while it is in the care and custody of the University. The item(s) description, value, and special considerations are listed below:

Title/Description: \_\_\_\_\_ Value: \$ \_\_\_\_\_  
\_\_\_\_\_

All accepted works of art will be placed, moved, and/or stored at the discretion of the University. The display of gifts of art is at the discretion of the University and the professionals responsible for the management of collections. The display of art is governed by academic relevance and the programmatic needs of the various components of the University.

Thank you again for your kind contribution to the cultural texture of the University campus.

Acknowledged and Agreed:

\_\_\_\_\_  
Authorized Department Representative/Title  
(Print)

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date