

## **Terms and Conditions for Reserving an Exhibit from the Badè Museum**

1. Exhibits will be shipped via **UPS Ground services ONLY**. Each package will be insured for \$1000. The borrower will pay all shipping expenses to and from the Museum. When returning an exhibit to the Museum, e-mail [abrody@psr.edu](mailto:abrody@psr.edu) or call (510) 849-8272 and leave the UPS tracking number.
2. During the loan period, the borrower assumes the risk of, and is responsible for, any loss of, or damage to, the exhibit except for reasonable wear and tear. The borrower will notify the Badè Museum immediately of any and all damages.
3. The charge for a damaged panel is \$25.00. If an artifact is lost or stolen from the exhibit, there will be a charge negotiated between the Badè Museum and the borrower.
4. Loan periods for exhibits are 2 weeks. A 1-week "grace period" is allowed for shipping at the close of the loan period. If an exhibit is not received after this "grace period," late charges will be incurred at a rate of \$10 per week until the exhibit is returned.
5. The borrower assumes responsibility for any liability, damages or injuries to persons or property arising out of or in any way connected with the borrower's possession or use of the exhibit(s), and shall hold the Badè Museum harmless against any claims arising hereunder.
6. All exhibits shall be displayed indoors.
7. The borrower will be expected to pay the stated fees for the exhibit within two weeks of the close of the loan period. Checks are to be made out to "**Badè Museum at the Pacific School of Religion**", 1798 Scenic Ave., Berkeley, CA 94709.
8. Failure to comply with these terms and conditions will result in an immediate recall of the Exhibit and loss of future borrowing privileges.