Art Gift Acceptance Policy

The North Hampton Public Library appreciates offers to donate art and acknowledges the attitude of generosity and commitment to the library such offers convey. As space for display and storage is limited, as the staff is not trained in art conservation techniques, and as the acquisition of art is not one of the primary purposes of the library, this policy outlines conditions and considerations under which the library will accept art. The Board of Trustees, in collaboration with the Library Director, has sole discretion in accepting gifts of art and the disposition of art in the library's collection and will act according to the library's best interest. Artwork will only be accepted if it is of local interest and/or the content is related to North Hampton or its environs. It is also contingent on having space to accommodate artwork. The location of the artwork will be determined solely by the Trustees with the assistance of the Library Director. The following additional conditions will be considered in the decision to accept gifts of works of art: Reputation of the artist and the artist's relation to North  Hampton; Quality, size, condition, and media of art; Inclusion of copyright permission for the artwork; Provenance or other documentation of the work; Monetary value, should the work be accepted for auction or sale; No gifts posing a danger (for example, works with sharp edges, or heavy unstable objects) will be accepted. No gifts that require extensive, regular special care or conservation will be accepted. Property may be retained, loaned, displayed, reproduced, sold, donated, or deaccessioned at any time at the sole discretion of the Board of Trustees. The donor or his/her lawful agent must complete a Deed of Gift form before a gift will be accepted. Any artwork donated for auction or sale to support the library will be returned to the donor if it is not sold as planned. The North Hampton Public Library will not provide an appraisal or estimate of value for tax purposes. The Trustees will provide a letter to the donor acknowledging and describing the gift.

*Approved by the Board of Library Trustees on April 10, 2024*

North Hampton Public Library

**DEED OF GIFT FOR ART**

 I/We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ living at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ affirm myself/ourselves to be the legal owner or the authorized agent(s) of the legal owner or his/her estate for the property described below:

 [Title, medium, size, provenance, attach photograph]

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and do hereby give, convey, and transfer all rights, title, and interest, including copyright if owned by the donor, in the above-described property to the North Hampton Public Library, which accepts this property for its use and benefits, without restriction as to use or disposition. This gift is not restricted in any way. Property may be retained, loaned, displayed, reproduced, sold, donated, or deaccessioned at any time at the sole discretion of the Board of Trustees.

The above conveyance and transfer are complete upon delivery of the above-described property.

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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_Date

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