

AIR ZOO
6151 PORTAGE ROAD
PORTAGE, MI 49002-3003
(616) 382-6555

AGREEMENT FOR OUTGOING LOAN

Date: _____

From: _____
(Name of Borrower)

Address: _____ Telephone: () _____

From: _____ Telephone: () _____
(Curatorial Unit)

In accordance with the conditions printed elsewhere in this form,
the following object(s) is (are) borrowed for the following purpose(s):

For the period: _____ to _____

Accession No. (If Any)	-	Description of Object(s)	-	Insurance Value
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_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____
_____		_____		_____

(If additional space is needed, attach extra sheet)

Initiated by: _____ & _____
(Lending Official) (Receiving Official)

Insurance:

- _____ To be carried by the Air Zoo and premium billed to Borrower
- _____ To be carried by Borrower
- _____ Insurance waived

Shipping: The following shipping arrangements will be followed unless changed in writing by the Air Zoo after consultation with the Borrower.

Objects will be packed by _____ charges to Borrower: Yes _____ No _____

Objects will be shipped to (Address): _____

from Air Zoo or other: _____

Shipment to be via:
OUTGOING: _____
RETURNING: _____

Credit Line: "ON LOAN FROM THE AIR ZOO"

Special Requirements for Installation and Handling:

Museum Official Receiving Loan
(signature)

Air Zoo Official Making Loan
(signature)

Items Returned – Date: _____ Checked By: _____

All Items Returned: _____