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**Sample Society Inc**
Address
Telephone Number

## Inward Loan Form

Lender Name:
Institution:
Address:

Telephone:
E-mail:

Date for Collection: Date for Return:

**Item Number:**
**Description:**

**Insurance Value:**
**Lender Policy Number**: (if item insured)

The signatures below indicate the conditions of this loan as stated above / below are accepted.
Signed: Date:
(Lender)

Signed: Date:
(Borrower)

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The items above have been returned to the lender:
Signed: Date:
(Borrower)

Signed: Date:
(Lender)

CONDITIONS OF LOAN:

1. The Sample Society Inc will exercise the same care in respect of this loan as it does in the safekeeping of comparable property of its own
2. Loans shall remain in the possession of the museum for the time specified on this form but may be withdrawn from exhibition at any time by the Committee of Management of the Sample Society Inc.
3. The lender will elect whether to maintain his/her own insurance cover for the items in transit and or loan, and will absolve the Sample Society Inc. from any claim resulting from any damage or loss.

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