

File - Duke Cahill/CA
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**ART WORK/GIFT/LOANS POLICY
FOR THE CITY AND COUNTY OF SACRAMENTO**

I. OBJECTIVE

To establish a procedure for evaluation of proposed gifts or loans of art work to the Sacramento Metropolitan Arts Commission (SMAC), enabling the development of the City and County of Sacramento's permanent Art in Public Places collection.

II. POLICY STATEMENT

The City and County of Sacramento under the Art in Public Places Program integrate art work of the highest quality into capital improvement projects. It is the City and County's responsibility for maintaining the quality and diversity of the program.

III. POLICY

A. CRITERIA

1. The quality of the art work.
2. The relationship of the art work to the present collection.
3. The City and County's ability to handle, place, maintain, and conserve the art work.

B. PROCESS

1. Person or organization offering art work will submit the artist's resume and slides/or photograph of the art work to the Sacramento Metropolitan Arts Commission.
2. The Art in Public Places Committee (APPC) of SMAC will make a recommendation to the members of the Sacramento Metropolitan Arts Commission regarding acceptance or rejection of the work.
3. The City and County encourage clear and unrestricted gifts to the collection. Any condition(s) or restriction(s) attached to the gift/or loan of art work must be presented to the APP Committee and SMAC. No work of art will be accepted with an attribution or circumstances of exhibition guaranteed in perpetuity.
4. A legal document of transmittal, transferring title of the art work and defining the rights and responsibilities of all parties will accompany all gifts or loans of art work. Curatorial documentation of art work will include artist's name, descriptive record of the work, photograph and condition of the work.

APPROVED BY CITY AND COUNTY OF SACRAMENTO SEPTEMBER 1988
APP/D3/GIFT-LOAN