

*The Times of Dave Brubeck*  
Exhibit Agreement

The following shall constitute the agreement between The University of the Pacific Library

Holt-Atherton Special Collections and \_\_\_\_\_, the Venue.

The dates set aside for the use of this exhibit, including setup, mounting, display, then demounting and shipment, are agreed to be:

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

- The Venue is responsible for setup, mounting, display, then demounting and shipment of the exhibit at their site. Setup and mounting must be completed as shown in the instructions provided.
- The Venue will display the exhibit materials in a secure environment while on loan to the Venue.
- The Venue will be liable for loss or damage to the exhibit from the moment the exhibit is unloaded from the shipping truck until it is reloaded on the shipping truck.
- The Venue will be responsible for the replacement of the **iPod (\$250)** if it is lost, stolen, or damaged while on loan to the Venue.
- Holt-Atherton agrees to have the materials delivered to the Venue on or before the above "start date," and the Venue agrees to ship them to the next venue or back to Holt-Atherton on or before the above "end date." (Return shipping is arranged by Holt-Atherton.)
- The Venue will pay the University of the Pacific Library \$800 for the use of the exhibit. Full payment is due 30 days before the "start date." If the Venue chooses to cancel after 30 days before the "start date," there will be no refund.
- UPS is the approved carrier for shipment. The Venue must use a "declared value" of \$10,000.
- It is agreed by Holt-Atherton to inform the Venue at least five days prior to the last date above of the address to which to ship the exhibit. If no word is received by that time, the materials shall be shipped back to Holt-Atherton.
- It is agreed by the Venue to supply Holt-Atherton with photographs of the exhibit set up on site at the Venue, copies of publicity flyers, and any publication or publicity releases issued in conjunction with the visit of the exhibit.

The parties hereto agree to the above stipulations and have signed this document on the dates indicated below:

Venue representative: \_\_\_\_\_ Date: \_\_\_\_\_

Holt-Atherton representative: \_\_\_\_\_ Date: \_\_\_\_\_

Holt-Atherton Special Collections, University of the Pacific Library  
3601 Pacific Avenue, Stockton CA 95211