



Tarrant County Office of Historic Preservation and Archives

200 Taylor Street - Suite 5200

Fort Worth, TX 76196-0226

Phone: 817-884-3272

archives@tarrantcountytx.gov

Agreement for Outgoing Loans

Loan Number: 2023-01

Borrower:

Name: Caleb Laster

Fort Worth Museum of Science and History

Address: 1600 Gendy St

Fort Worth, TX 76107

Phone: 817-994-0430

Email: claster@fwmslh.org

Lender:

Name: Jaimi Parker

Tarrant County Office of Historic Preservation and Archives

Address: 200 Taylor Street, Suite 5200

Fort Worth, TX 76196

Phone: 817-884-3272

Email: jkparkers@tarrantcountytx.gov

Purpose of Loan: Exhibition

Loan Dates: 05/15/2023 – 08/31/2024

Exhibition Dates: 06/23/2023 – 06/22/2024

Lender name as it should appear in credit line of exhibition and/or catalog:

Tarrant County Office of Historic Preservation and Archives

Description of Loan Item(s):

See attached inventory.



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Insurance:

The loaned item(s) will be covered under the insurance of the borrowing institution. If the existing insurance does not cover loaned materials, a separate insurance policy will be taken out for the item(s) loaned for the duration of the loan agreement. If the loan agreement is extended, the insurance policy must also be extended.

If loaned item(s) are shipped through a third party, the borrower will pay for insurance during shipping.

Insurance Policy Information:

Loan Conditions:

Outgoing loan conditions are subject to the terms and conditions noted on the attached Condition of Loans by Tarrant County Office of Historic Preservation and Archives.



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Signatures:

On initiation of this agreement – Signature indicates agreement to terms specified in this loan agreement and attached conditions.

Name of Lender or Authorize Agent (please print)

Signature

Date

Name of Borrower (please print)

Signature

Date

Tim O'Hare, Tarrant County Judge

Date

Approved as to Form:

Criminal District Attorney's Office*

Date

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.



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Upon arrival of the loaned item(s) at the borrowing institution (if shipping):

Date received:

I acknowledge receipt of the item(s) summarized above and accept the conditions of this loan as appear above.

Name of Borrower (please print)

Signature

Date

Upon return of the loaned item(s) to the Tarrant County Office of Historic Preservation and Archives:

Date returned:

I acknowledge that the item(s) summarized above were returned to the Tarrant County Office of Historic Preservation and Archives in the manner specified in the "Condition of Loans by Tarrant County Office of Historic Preservation and Archives."

Name of Lender (please print)

Signature

Date



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Condition of Loans by Tarrant County Office of Historic Preservation and Archives

CARE AND PRESERVATION

1. Loss or damage, whether in transit or on the borrower's premises, and regardless of who may be responsible, must be reported immediately. Photographs and documents of damage (e.g. condition reports) with dates, names, and other details of the occurrence must be sent to the Tarrant County Office of Historic Preservation and Archives within 5 working days of the loss or damage.
2. Item is loaned with the understanding that it will be returned in the same condition. Borrowing institution will be held responsible for damage or loss of item.
3. Objects must be given special care to protect them against loss, breakage, or deterioration. Small objects must be displayed in locked cases. Large objects and artwork not displayed in cases or behind glass must have sufficient distance from the public to avoid touching. Exhibit areas must be under surveillance by guards or other staff when open to the public.
4. Objects must be protected against light damage by the use of (1) ultra-violet filters on fluorescent and incandescent lights or (2) ultra-violet filtering Plexiglas in frames or cases. Cases must be designed so that the lighting element (or at least the ballast) is outside the enclosed area. Temperature should be 68-72°F and 50% RH +/- 5%.

TRANSPORTATION AND PACKING

1. The method of shipment must be agreed upon by both parties.
2. The Lender will assure the loan items are adequately and securely packed for the type of shipment agreed upon, including any special instructions for unpacking or repacking. Items will be returned packed in the same or similar materials as received unless otherwise authorized by the Lender.

ACCESS

1. Access to loaned objects by individuals for purposes other than those identified on the attached agreement must receive prior approval by the Lender and must be supervised by the Borrowers. Use of the loaned material must be restricted to a supervised area. Researchers will be subject to the Lender's current user rules and restrictions. Borrower will be responsible for any misconduct by persons "using" materials.



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RETURN OF LOAN

1. Any extensions of the loan period must be requested by the Borrower. The Lender will prepare extension documents to be completed and signed by the Borrower and received by the Lender at least 30 calendar days prior to the original loan expiration date shown on the attached agreement. All additional insurance will be extended by the Borrower and proof of insurance will be provided to the Lender by a copy of the certificate of insurance.
2. The Lender reserves the right to inspect or audit the objects on loan at any time. Should the Lender desire to recall any of the loan material for its own purposes, it may do so by giving at least 30 days notice to the Borrower. Loaned objects may be withdrawn by the Lender without written notice to the Borrower if it is determined that they are receiving improper care.

APPLICABLE LAW

This agreement shall be construed in accordance with the laws of the State of Texas.

Accession #	Collection #	Title/Description	Condition
2014-042	574	Russel Pearson's flight helmet	Good
2014-042	574	Russel Pearson's flight goggles	Good
2014-042	574	Russel Pearson's ID card, Officers' Reserve Corps, 1923	Fair
2014-017	566	Framed image - #48 white trailer with mounted satellite dish	Good
2014-017	566	Framed image - #77 black and white Convair Aircraft montage 1923-1966	Good
2014-017	566	Framed image - #119 color aerial of FW Bomber Plant c. 1950	Good
2014-017	566	Framed image - #188 Wright plane diagram	Good
2014-017	566	Framed image - #156 black and white labeled diagram of B24 instrument and control panel	Good
	001	Map - FW Quadrangle with labeled airfields, Corps of Engineers, 1925	Fair