



# Conditions of Loan

## B. OUTWARD LOANS of road and rail vehicles, artillery pieces and other large items

### 10. General

- 10.1 Normally the National Army Museum (NAM) only lends items from its Collections to institutions (Borrowers) which are fully or provisionally accredited or registered under the Museums, Libraries and Archives Council's Accreditation Scheme or, in the case of requests from outside the UK, a recognised overseas equivalent. However, it may at its discretion agree to the loan of road and rail vehicles, artillery pieces and other large items to other properly constituted organizations that in its opinion are able to provide an adequate degree of care for its property while increasing public access to it.
- 10.2 In agreeing to lend an item the NAM makes no claims neither grants any warranty about its suitability or fitness for any purpose.
- 10.3 The Director, NAM, reserves the right, at any time, not to proceed with a loan.
- 10.4 The NAM reserves the right to recall immediately at the Borrower's expense any item at any time if there is any failure to adhere to the Conditions of Loan. Otherwise any item may be recalled before the expiry of the period of the loan by one month's notice in writing.
- 10.5 The NAM agrees to lend items to a named Borrower at a specific location. In no circumstances may the loan be transferred to any other Borrower or location without the NAM's express prior written permission.
- 10.6 All documentation relating to loans will be valid at the date of issue, but the NAM reserves the right to vary the content of the Conditions of Loan and any associated documentation at any time.
- 10.7 All documentation relating to loans by the NAM is written in English and the English text must be final. Loans are made in accordance with the laws of England, and any disputes shall be determined in the English Courts.
- 10.8 All loans will be made and agreed using National Army Museum documentation. The NAM will *not* sign a loan-in form provided by the Borrower as this may invalidate the agreed loan conditions.

### 11. Responsibilities and Expenses

- 11.1 The Borrower must make formal acknowledgement of the receipt of the loan.
- 11.2 Any restrictions on the treatment, use, conservation, repair and or running of item(s) being borrowed will be stated on the NAM Outward Loan Form and constitute part of these Conditions of Loan.
- 11.3 The Borrower must exercise 'due care' in the custody of the loan. Where the NAM has not provided a courier this will include 'due care' in handling, transport and general use of the item(s).
- 11.4 In the event of any unusual occurrence or damage to a loan item while in transit or during the loan period, the NAM must be informed immediately even if NAM property is not directly affected. Any subsequent remedial conservation must first be authorized in writing by the NAM.
- 11.5 On the return of the loan to the NAM, the Museum will formally acknowledge receipt to the Borrower.

Royal Hospital Road, Chelsea, London SW3 4HT Tel: 020 7730 0717 Fax: 020 7823 6573  
Email: [info@national-army-museum.ac.uk](mailto:info@national-army-museum.ac.uk) [www.national-army-museum.ac.uk](http://www.national-army-museum.ac.uk)

Director: Alan J Guy MA DPhil FRHistS FRAS FSA  
Registered Charity No. 237902 MLA Registered Museum No. 1815  
Open daily 10.00am to 5.30pm (Closed: 1 January, Good Friday, Early May Bank Holiday, 24-26 December)

## **12. Insurance**

- 12.1 The NAM does not insure any of the items in its Collections and the Borrower is responsible for providing cover for each and every use to which it is intended to put the item(s) they borrow. For this purpose the Borrower must provide and pay for all risks nail-to-nail commercial insurance acceptable to the NAM. If this is not possible insurance will be arranged by the NAM at the Borrower's expense. UK Government Indemnity is not acceptable as it provides no certainty that the NAM Council, sole owners of the Museum Collection, will be fully reimbursed for loss or damage to its property. Borrowers must supply to the NAM on demand written evidence of insurance cover (ie policy details and copies of Certificates of Insurance).
- 12.2 The Borrower shall be responsible for any statutory insurances for public liability, engineering, boiler insurance, etc.
- 12.3 In the event of total loss policies must provide for payment of the declared value of the item as specified by the NAM on the Outward Loan Form. The NAM reserves the right to vary such valuation and the Borrower will be notified in writing of any changes. Where the loan forms part of a pair or set the policy must cover any reduction in the value of the remaining and or undamaged part (See also 12.4). All policies must allow for the right of the NAM Council as owner to 'buy back' any damaged item.
- 12.4 In the event of partial loss or damage to the item, the policy must provide for the cost of replacing or repairing the item, at the NAM's discretion, any repair to be carried out to the NAM's specification.
- 12.5 The insurance of loans to overseas Borrowers will be arranged by the NAM with a UK insurer at the Borrower's expense.

## **13. Environment**

- 13.1 A Borrower shall undertake to maintain constant and adequate protection of the loan to minimize the risks of theft or vandalism, damage from the hazards of fire and flood, insect and vermin attack, pollution, exposure to excessive light levels or harmful radiations, and extremes of temperature and relative humidity. The NAM reserves the right to stipulate security measures for specific items.

## **14. Acknowledgement**

- 14.1 Acknowledgement must be made in labels, display or exhibition notices and publications to the effect that items loaned under these conditions are the property of the Council of the National Army Museum, London.
- 14.2 The Borrower must provide for the NAM Collection one copy of any exhibition catalogue or other publication associated with the loan.

Dr Alan Guy  
Director  
Revised 11 September 2006

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