**UNIVERSITY ARTWORKS FORM**

(Please complete relevant sections only)

1. **Artwork Detail**

|  |  |
| --- | --- |
| **Title** |  |
| **Description** | *e.g. Medium (oil, watercolour, ink, acrylic; Framed/unframed; Size; Style (Classic /Contemporary); Limited Edition 1/20, etc*  |
| **Artist** |  |
| **Cost / Value** |  |

1. **Donation / Gift / Loan / Purchase**

|  |  |  |  |
| --- | --- | --- | --- |
| **Donation / Gift** | Who: | **Bought** | Who: |
| **On Loan** | From: | Title: |
| Loan Start: | Department: |
| Loan End: | Campus: |

1. **Artwork Registration**

|  |  |
| --- | --- |
| **Name** |  |
| **Title** |  |
| **Department** |  |
| **Campus** |  |
| **Ext No.** |  |

1. **Displaying of Artwork**

|  |  |
| --- | --- |
| **Room No** |  |
| **Campus** |  |

1. **Further Information - Artwork**

|  |  |
| --- | --- |
| **Detail** |  |

Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_