

University of Florida Foundation, Inc.
Gifts of Works of Art

Policy #: 2.13
Effective Date: September 8, 2007
Responsible Department: Administration

1. **PURPOSE**

To ensure that gifts of works of art are appropriate for acceptance.

2. **APPLICABILITY**

All gifts of works of art for the benefit of the University.

3. **POLICY**

Gifts of works of art may be accepted on behalf of the University by UFF, provided that the following policies are followed. In addition to the policy on acceptance of gifts of tangible personal property, UFF, in accepting works of art, will adhere to the following two-tier approach. Proof of ownership is a condition of acceptance for any artwork because of increasing problems of repatriation lawsuits for certain ethnic and cultural categories.

- Works of high quality, individually or in whole collections, may be given to and accessioned by the Samuel P. Harn Museum of Art, the official collector and keeper of important works of art for the University. To be "accessioned" indicates the Museum's commitment to care for and to use the work for Museum purposes. Art accepted by the Museum must be approved by the Museum Director prior to acceptance and, if appropriate, the Museum's Advisory Committee on Collections. The principal criteria for acceptance, besides quality, are condition, ownership, authenticity, and relatedness to the purpose and collections of the Museum.

In addition, generally, the work must be unencumbered by any restrictions as to use, attribution, exhibition, and disposal. The Museum will, however, honor the donor's wishes regarding gift recognition. Works of art should also be accompanied by a bill of sale or other proof of ownership and a complete provenance (the artwork's history of ownership), where available, and must be transferred to UFF by a properly prepared and executed deed of gift.

- Works not meeting Museum standards may still be of value to units of the University for decorative, instructional, or resale purposes. However used, title to

these works remains with UFF until transferred where appropriate by UFF to UF, and decisions regarding disposition rest with the titleholder.

4. **CLARIFICATION**

Requests for clarification of this policy should be sent to the Director of Legal Services (sgoffman@uff.ufl.edu).

Certified as approved by the Executive Committee of the UFF Board of Directors on:
September 8, 2007

A handwritten signature in black ink, appearing to read "Susan G. Goffman". The signature is written in a cursive style with a large, stylized initial "S".

Susan G. Goffman, Secretary

Revision history: Original version