



## Offering an Art Donation to the UMFA

The UMFA is enormously grateful to its many donors for their generosity and their interest in the preservation of visual and material culture for generations to come.

If you are interested in offering a work of art for donation to the UMFA, please thoroughly review the following guidelines.

The UMFA fully considers each art donation offer it receives, and every acquisition is vetted by the UMFA Collections Committee. We review donation offers on a rolling basis. The process to review an offer takes time. Please allow at least six weeks to receive a response after submitting your offer.

The UMFA cannot guarantee the completion of the donation process for the purposes of a federal tax deduction within a certain tax year. Typically, offers of donations to be considered for acquisition that are submitted by July 1st can be completed before December 31st.

UMFA staff are unable to assist with appraisals of artwork and external research inquiries. Please contact the [American Society of Appraisers](#) to find a qualified professional near you or consult the [J. Willard Marriott Library](#) at the University of Utah for guidance with your research.

The UMFA does not consider any archaeological material or ancient artworks that are not accompanied by sufficient proof of provenance (documentation of ownership history) going back before at least 1970. We are committed to remaining compliant with [guidelines for ethical acquisition outlined by the Association of Art Museum Directors](#).

The UMFA does not consider unsolicited offers of works of art for purchase.

If you wish to offer a work of art for donation to the UMFA, please provide as much information as you can with this **Art Donation Offer Form**. Then send the completed form, images of the work of art, and any documentation as attachments to an email to the UMFA Curatorial Department at [curatorial@umfa.utah.edu](mailto:curatorial@umfa.utah.edu).

With gratitude for your time and generosity from all of us at the UMFA!



## Art Donation Offer Form

### Contact information of the potential donor

Full name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Mailing address \_\_\_\_\_

Street \_\_\_\_\_

City, State ZIP \_\_\_\_\_

### Information about the work of art

Type of artwork (check one or more)

- |                                    |                                       |  |
|------------------------------------|---------------------------------------|--|
| <input type="checkbox"/> Painting  | <input type="checkbox"/> Photograph   | <input type="checkbox"/> Ceramic               |
| <input type="checkbox"/> Sculpture | <input type="checkbox"/> Film         | <input type="checkbox"/> Collage / Assemblage  |
| <input type="checkbox"/> Drawing   | <input type="checkbox"/> Digital      | <input type="checkbox"/> Other, explain: _____ |
| <input type="checkbox"/> Print     | <input type="checkbox"/> Installation |  |

Artist(s) \_\_\_\_\_

The signature of the artist is apparent. If so, submit an image of the signature.

Title or brief description \_\_\_\_\_

Date \_\_\_\_\_

Medium/media \_\_\_\_\_

Dimensions \_\_\_\_\_

The work of art is framed.

Framed dimensions \_\_\_\_\_

The work of art has been appraised. Submit any documentation of appraisal.

Appraised valuation \_\_\_\_\_

Source of appraisal \_\_\_\_\_

Date of appraisal \_\_\_\_\_

The donor intends to report the value of this donation for a federal tax deduction.

Please summarize of the history of ownership, including how, when, and from where you acquired the work. If it was acquired at a public sale, such as an auction, include the location, date of sale, and lot number. Submit any documentation of purchase.

Please summarize the history of conservation of the artwork, including the conservator, type of treatment, and date of treatment. Submit any documentation of conservation.

Please indicate your agreement to the following terms by checking each item and signing below.

I acknowledge that the information provided on this form is true and complete to the best of my knowledge.

I understand that the UMFA may be unable to accept this art donation offer for various reasons.

I understand that UMFA staff, including members of the Curatorial, Collections, and Development departments, may contact me by the email or phone number provided here to request additional information or documentation about this work of art, to coordinate an in-person viewing of the work of art, and/or to arrange for shipping or transport to the UMFA for consideration.

I am aware that works of art have been stolen, looted, or obtained under duress due to war, conflict, and desperation. I acknowledge that I have acquired this work of art in good faith without any knowledge of it having been stolen, looted, or obtained under duress.

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**Signature of potential donor**

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**Date**

Please send this completed form, images, and any documentation to the UMFA Curatorial Department at [curatorial@umfa.utah.edu](mailto:curatorial@umfa.utah.edu).

Thank you for thinking of the UMFA for your donation!