

Exhibition Condition Report

Exhibition: _____ Exhibition Period/Year: _____

Venue: _____

Incoming Condition of Exhibition

Are all of the works in good standing order? Yes No

Frames and plexi glass are all properly intact: Yes No

Media devices are working correctly: Yes No n/a

Three dimensional artworks are properly secured within their display case: Yes No

If you have answered **NO** to any of the above questions, please make note in the table below and contact the TREX manager immediately via email at genfar@medicinehat.ca

#	Name of Artwork	Incoming Condition
1		
2		
3		
4		
5		

Outgoing Condition of Exhibition

Are all of the works in good standing order? Yes No

Frames and plexi glass are all properly intact: Yes No

Media devices are working correctly: Yes No n/a

Three dimensional artworks are properly secure within their display case: Yes No

If you have answered **NO** to any of the above questions, please make note in the table below and contact the TREX manager immediately via email at genfar@medicinehat.ca

#	Name of Artwork	Outgoing Condition
1		
2		
3		
4		
5		

Signature of Venue Representative: _____

Incoming _____ Date _____

Outgoing _____ Date _____

Please return completed form to Genevieve Farrell, genfar@medicinehat.ca **immediately following the closing of the exhibition.**

