

CECD Society's Permanent Art Collection

Guidelines for Submitting and Borrowing Artwork

Dalia Gottlieb-Tanaka, First Chair of the Society, assembled the original art collection with the financial help of the Alzheimer's Society of Canada and donated it to the Society for the Arts in Dementia Care. Today, it is maintained as a permanent collection to increase understanding of the creative expression abilities of people living with dementia by sharing examples of their work with others. The Society welcomes new submissions of artwork created by these seniors. The art collection is open to submissions from artists, family members, facilities and creative expression facilitators or from any other individuals on behalf of the artists. The Society has prepared the following guidelines to protect the work of seniors living with dementia, give them the recognition they deserve for their efforts, and make the art available for public view.

Guidelines for Submitting Artwork

1. **Letter of Interest.** Initially, the donor submits a letter of interest, up to 200 words long, that identifies the artist, their diagnosis, the year of creation, size and materials used, and includes a photo of the artwork. The donor can send this information by e-mail to: info@cecd-society.org or by regular mail to: CECD Society, #205, 3609 30th Avenue, Vernon, BC, V1T 2E6
2. **If accepted, the CECD will ask for supporting documents**, including:
 - **A valid diagnosis** of dementia prepared by medical or certified health professionals.
 - **Ascent forms and consent forms will be** provided by The Society. If possible, the ascent form could be signed by the artist. Consent forms can be completed by family or legal guardian, facilitators, and by facility administrators, as applicable. If the artist does not have a family member to approve the donation, facility administrators can submit the form with an explanation that no family is known to be associated with the artist.
3. **Delivery.** Arrangements for delivery and pickup of the artwork should be co-ordinated with the Board. Within the boundaries of the Lower Mainland, the artworks may be picked up by a Board member. All other donations should be shipped to the Society's mailing address. The artwork needs to be secured in a proper envelop or container. The Society is not responsible for damage that occurs during shipment. Insurance costs to cover damages or loss are the responsibility of the donors.

Guidelines for Borrowing the Artwork for Display

The permanent art collection will be available for display under the following conditions:

1. The Board receives an official written request sent by the person, organization, facility or venue manager, asking to borrow the art display for an exhibition.
2. The borrower and the Society's Board or assigned Board representative must sign a contract stipulating the following terms:
 - a. Number of artworks
 - b. Duration of exhibition
 - c. Method of shipment to and from the location of the presentation; costs of shipment and insurance for damage and loss to be paid by the borrower
 - d. Diagram or description of exact space
 - e. Lighting to be used
 - f. Security against theft
 - g. Available fire, water and temperature safety arrangements
 - h. Responsible contact person agreed to by both parties
 - i. Responsible person to hang the collection and method of hanging the artworks
 - j. Plans for promoting the exhibition - The Society will send a press release to be used by the borrower
 - k. A photo of the display for the Society's own record and use
 - l. The Borrower must submit proof of insurance of the art works prior to shipment and display before the Society releases the artwork. Failure to provide proof will result in cancelation or delay of the exhibition
 - m. Upon return, Board members will inspect the artwork for damage and/or loss to settle any potential claims.
 - n. The current value of the core (pre-selected artworks) exhibit is \$ 10,000 dollars. These artworks can be viewed on our catalogue. Individual pieces may be appraised separately and based on the borrower selection.