



Henry Moore Foundation

Ethical Loans Policy

The Henry Moore Foundation is a registered charity, set up and endowed by Henry Moore in 1977 to advance the education of the public by the promotion of their appreciation of the visual arts, in particular sculpture, and the works of Henry Moore. It operates from Henry Moore Studios & Gardens, Perry Green, Hertfordshire, and the Henry Moore Institute, Leeds.

As part of its directive, the Henry Moore Foundation is actively involved in curating, mounting and supporting exhibitions of Moore's work worldwide, and receives many requests for exhibitions and loans per year.

Loans are made for the following purposes:

- To widen access to collections and facilitate outreach.
- To help advance the education of the general public.
- To contribute to a wider understanding of art.
- To support research into the collections and exhibitions.
- To support other museums and institutions and develop partnerships.

The Foundation considers requests for exhibitions and loans from all parts of its collections.

Borrowers

Borrowers will fall into one of the following categories:

- Accredited/Registered museums and galleries (however the Foundation will consider requests from those without Accreditation).
- Commercial galleries meeting Accreditation standards.
- Libraries and archives.
- Educational institutions.
- Public and charitable bodies, including community organisations.

The Foundation will not normally agree to loan requests from businesses or private individuals, preferring to lend to institutions who can demonstrate a clear public benefit. Borrowers will need to demonstrate they can provide and maintain suitable facilities and appropriate conditions (i.e. environmental, security); however, exhibition/loan requests will be dealt with on a case by case basis. A site visit by Foundation staff may be required to determine exactly what facilities can be provided, and the exhibition/loans will be selected accordingly.

Borrowers will also need to demonstrate that they have an ethical loans policy, where appropriate.

Loans from the collections

- Loan requests should be made at least 12 months in advance of the date required.
- Requests for large groups of objects and touring exhibitions should be made at least 18 months in advance of the date required.
- Loan requests for exhibition should include information about the exhibition, other items being displayed and how the item fits into the exhibition context.
- Wherever possible the request should include accession number, object or artist name and title.
- Information on the venue, or for all venues for a touring exhibition, should be included, preferably using UKRG facilities reports and questionnaires (available at www.ukrg.org).
- Borrowers are asked to provide as much information as possible with the initial formal request, which will speed the response to the request.
- Informal discussions/research visits are welcome before a formal request is made to the Director.
- Loan requests for works from the Henry Moore Foundation collection should be made by formal letter to the Director. Letters should be addressed to:

Godfrey Worsdale
Director
Henry Moore Foundation
Perry Green, Much Hadham
Hertfordshire SG10 6EE
United Kingdom

The Foundation endeavours to acknowledge all formal loan requests within three weeks. Where possible the Foundation will provide a formal decision within eight weeks of receiving satisfactory UKRG facilities reports and environmental data.

Please note:

- Loan requests for works from the Henry Moore Institute Research Library should be made by formal letter directly to the Head of the Henry Moore Institute.
- Loan requests for works from the Leeds Museums and Galleries sculpture collection, including the items from the Henry Moore Institute Archive of Sculptors' Papers, should be sent directly to Leeds Museums and Galleries. Please see their website for further information:
<https://museumsandgalleries.leeds.gov.uk>

Refusals

The Foundation may refuse a loan for one of the following reasons:

- When there is no clear public benefit to the loan.
- When suitable environmental conditions and/or security cannot be guaranteed.
- Insufficient time to consider and prepare the loan.
- If the item is fragile, or unstable or at excessive risk of damage from handling or transit.
- If the item is required by the Foundation for display, learning or outreach.
- If the item has been lent frequently.
- If the item is in demand from Foundation visitors.
- If the request is for use as props in theatre, film or TV production or any other use the Foundation deems inappropriate.
- If excessive economic or environmental cost would be involved in moving the item.
- If the project is unsuitable or incompatible with the Foundation's aims.
- If the artist has been displayed too frequently within the same geographical area.

The Foundation will provide an explanation for any refusal. If the refusal is due to environmental or display issues the Foundation will work with the borrower to try to overcome these issues. Where a work is already scheduled for display or loan, the Foundation may be able to offer an alternative.

Recall of items

The Foundation reserves the right to recall any item from loan at any time. Normally the Foundation will only do so in the event of an emergency or where the borrower fails to comply with the Standard Conditions of Loan.

Costs

Costs relating to conservation, transport, casing, insurance and couriers are negotiated with the borrowing venue on a case-by-case basis and will be summarised in writing in advance.

Couriers

Couriers may be required if:

- The item(s) requires special handling/installation and/or is fragile.
- The journey is particularly long, hazardous or unsafe.
- The object(s) is extremely rare or of high value.

Couriers are Foundation representatives and have full authority to withdraw a loan if conditions as laid out in the loan agreement are not met. The borrower is usually responsible for couriers' expenses including travel, accommodation and subsistence but this may be negotiated as necessary.

Incoming loans

The Foundation is committed to producing world-class temporary exhibitions and displays at both locations, in some instances with a view to touring to a subsequent venue. In order to meet this commitment, the Foundation regularly seeks to borrow works from collections and individuals worldwide.

The Foundation is committed to ensuring the highest standards are maintained while a loan is in its care, including packing and transport, handling, display, environment, invigilation and security.

Loans to the Foundation at both Henry Moore Studios & Gardens and Henry Moore Institute are requested for the following purposes:

- To widen access to works from diverse cultures and periods.
- To enhance the Foundation's ongoing temporary exhibition and display programme.
- To contribute to a wider understanding of art.
- To showcase research into a specific artist or subject matter.
- To enable new research into the study of sculpture.

Lenders generally fall into one of the following categories:

- Museums and public galleries.
- Commercial galleries and dealers.

- Private collections/individuals or their appointed agents.
- Practicing artists or their appointed agents.
- Libraries and archives.
- Educational institutions.

Curators working for the Foundation will alert lenders to the Ethical Loans Policy at the earliest opportunity during the research and development of each exhibition and display.

Loans

- A loan request will only be made where Curatorial enquiries into the legal ownership and provenance of an object have reached a satisfactory outcome.
- Lenders will be required to declare in writing that they acquired the objects by legitimate means, have legal ownership and are unaware of any third party claims.
- Lenders will be required to provide an accurate valuation for insurance purposes. If this is not possible then a reasonable valuation should be agreed in discussion with the Foundation and the insurance providers, ahead of the commencement of the loan.
- If Immunity from Seizure is requested by a lender, the Foundation will publish information on the loan, the lender and a provenance history on its website in accordance with DCMS guidelines at least four weeks before a work enters the UK. The Foundation will also inform Arts Council England.
- The Foundation and lender or borrowing venue will adhere to any other relevant legislation or ethical guidelines that might apply, including (but not limited to):
 - CITES (the Convention on International Trade in Endangered Species of Wild Fauna and Flora)
 - UNESCO 1970 Convention on the Means of prohibiting and Preventing the Illicit Import, Export and Transfer of Cultural Property.

The Foundation actively encourages its curatorial staff to adhere to its Due Diligence Policy through in-house training, attendance at conferences and provision of resources on the subject.

Cancellation of loans

Cancellations will always be a last resort since all aspects affecting a loan will be considered thoroughly before the Foundation makes a loan request. However, in exceptional circumstances, cancellations may be made for the following reasons:

- If a lender's terms and conditions of loan prove extraordinary and cannot be met.
- If costs associated with a loan (e.g. loan fees, conservation, crating or transport) rise to unacceptable levels.
- If the insurance value given for a loan is established as being higher than the known market value.
- In the event of unrest (including war) in the country of origin.
- If the lender cannot confirm that they acquired the object by legitimate means.
- If the lender cannot confirm that they have legal ownership of the object.
- If the lender is aware of any third party claims to the object.
- If any information surrounding provenance is unacceptable under current national and international standards.
- If evidence suggests that the object has been illegally excavated or exported from its country of origin.
- Where appropriate, if the DCMS does not grant Immunity from Seizure for the loan.

This Policy was approved by the Henry Moore Foundation's Strategic Management Team in September 2022. It will be reviewed in September 2027.