

Money Museum: Terms of loan

Please note that original objects can only be made available for loan to institutional partners that fulfill specific requirements in the areas of conservation and security (lockable display cases, alarm system etc.). For institutions that cannot or will not fulfill these requirements, we are happy to provide digital images that may be used for producing facsimiles (see requirements for reproducing materials), e.g. for school projects or video shoots (outside the Money Museum).

The most important terms of loan stipulated by the Money Museum are summarized in the following:

- All loans require a loan agreement to be signed in advance. Such loan agreements will specify the exact details of the loan and will be sent out to prospective borrowers after they have submitted their official loan requests.
- Once the Money Museum has received such a loan request, the preparation of the loan takes two months on average. If the object requested for loan needs to be restored, this process may take longer.
- The loan arrangement and loan period depend on the state of conservation of the requested object. For organizational reasons, the minimum loan period is one month. The maximum loan period is five years. Permanent loan arrangements are not possible.
- The Borrower shall take out insurance for the objects on loan for the duration of the loan period including transport (nail-to-nail coverage), in an amount determined by the Oesterreichische Nationalbank. The costs of this insurance shall be borne by the Borrower.
- Objects on loan shall be displayed in secure display cases or displayed in another manner that prevents unauthorized parties from gaining access or touching them. Conservation requirements must be met all times.
- If the Borrower decides not to use an object requested for loan, the Lender must be reimbursed for all costs incurred up to this point (e.g. for restoration work that has already been carried out). If, while setting up an exhibition, the Borrower decides on short notice not to show one or several object(s) on loan, the Borrower shall contact the Lender without delay to discuss how to proceed with returning said object(s).
- The Lender shall determine the type of packaging and transport required for shipping objects on loan; any and all associated costs shall be borne by the Borrower (e.g. for fine art shipments or security transports or accompaniment by a courier). The Lender applies the following guidelines but reserves the right to decide on a case-by-case basis:
 - Insured amount < EUR 2,000: An object on loan may be picked up and transported by one or more of the Borrower's employees depending on the object's state of conservation and subject to prior negotiation and agreement. In this case, the object must be transported in a closed vehicle.
 - Insured amount > EUR 2,000, or if this is deemed necessary because of the object's state of conservation: The object must be transported by a specialized fine art transport company (e.g. hs art service austria, Kunsttrans, Museumspartner).
 - Insured amount < EUR 10,000: The Lender will decide on a case-by-case basis whether the transport of the object needs to be accompanied by a courier.

- Insured amount > EUR 10,000: The object must, by default, be accompanied by a courier when being shipped to the Borrower for set-up and when it is removed again and transported back to the Lender. Any and all associated travel and hotel costs shall be borne by the Borrower.
- It is strictly prohibited to treat (restore) any objects on loan or to pass them on to third parties without prior consent from the Oesterreichische Nationalbank.
- The Borrower shall be liable for any and all damage, theft, loss or destruction of objects on loan.
- Objects on loan may only be photographed, scanned, filmed, televised, or reproduced in any other manner with the prior permission of the Oesterreichische Nationalbank.
- The Borrower shall acknowledge the Oesterreichische Nationalbank's loan on exhibition labels, in catalogs and any other publicity material as follows: "Loan courtesy of the Money Museum of the Oesterreichische Nationalbank."