



Ministero della cultura



REGULATIONS CONCERNING TEMPORARY LOANS OF WORK(S) OF ART BELONGING TO THE COLLECTIONS OF MUSEI REALI IN TURIN PURSUANT TO ITALIAN LEGISLATIVE DECREE 42/2004 (CULTURAL HERITAGE CODE), ARTICLES 48, 106-108.

Article 1 - Purpose and scope of application

1. *Musei Reali* may authorise temporary outgoing loans of cultural property registered as part of the museum's assets for events, shows or exhibitions of an elevated cultural interest, provided the integrity and security of the same property is guaranteed.
2. This document governs the temporary loan and collaboration with other museum or cultural institutions in Italy and abroad with the aim to improve the quality of the cultural offering by *Musei Reali*.
3. In accordance with Italian and international legislative principles and best practices, *Musei Reali* recognises "transnational circulation of artistic and cultural works and products" as an essential instrument to promote culture in Europe and the world, capable of guaranteeing the use and knowledge of cultural heritage by broader and diversified communities, including in contexts other than institutional exhibition spaces.
4. *Musei Reali* is equally aware of the right of visitors to be able to access the heritage exhibited in museums and thus evaluates any requests for temporary loans directed at mitigating any, albeit transitory, impoverishment to its collections generated by such requests.

Article 2 – Eligibility of temporary loans

1. Work(s) of art may be granted on temporary loan if the handling and transportation of the same does not pose a risk to the preservation of the integrity of the work(s) of art themselves or damage to the material and interpretative context in which the work(s) of art are inserted. In general, loans are granted on the basis of mutual collaboration and exchange, as a means of promoting greater knowledge of and access to cultural heritage, as well as a resource for advancing study and research.
2. Works of art entered on the ministerial list of "Identity works excluded from loans since forming the foundation of a collection" may not be granted on loan (Annex A). Said preclusion may be waived in exceptional cases with regards to shows or exhibitions considered strategic to national cultural development or in the event of research that is highly significant in terms of knowledge, interpretation or enhancement of works of art.
3. Works of art entered on the list of "Identity works whose granting on loan is subject to conditions" (Annex B) may be granted on loan, subject to limitations, if *Musei Reali* deem that specific conditions of security and projects of relevant scientific scope exist.
4. The eligibility of temporary loans is evaluated by *Musei Reali*'s "Works Loan Commission" composed of five members appointed by the museum's Management. The members of the Commission comprise representatives of the various collection and subject areas forming the cultural heritage of *Musei Reali*, as well as a member with legal and administrative expertise and a member with conservation and restoration



expertise. The Works Loan Commission normally meets every third Wednesday of the month. Resolutions of the Works Loan Commission are subject to the binding opinion of the museum's Management.

Article 3 – Initiating of procedures

1. The process of evaluating the eligibility of loans is initiated further to the Management at Musei Reali receiving a written request for a loan. Said requests must be received sufficiently in advance and in any event no less than five months prior to the presumed date of handling with regards to shows and exhibitions to be held in Italy and non less than seven months prior to the presumed date of handling with regards to shows and exhibitions to be held abroad. The following documentation must be attached to the request:

- Clear identification of the work(s) of art requested, in addition to the title, venue and dates of the exhibition;
- Scientific and organisational project of the exhibition accompanied by the list of lending institutions and works that are expected to be exhibited;
- Facility Report of the exhibition venue attesting the existence of exhibition and safety conditions complying with international standards;
- Exhibition design where already available, with details of the exhibition supports;
- General information and contact details of the specialised company in charge of handling and transporting the work(s) of art. If said information is not available at the time of submission of the application, the final authorisation of the loan will be subject to acceptance of said company by Musei Reali.

2. The request and relevant documentation is to be submitted to the Works Loan Commission in order that the eligibility of the loan can be evaluated.

Article 4 – Evaluation procedure

1. The Works Loan Commission evaluates the state of preservation of the work(s) of art and the context in which the work(s) of art are included in the museum when considering loan requests. This includes:

- the state of the work(s) of art with particular reference to material and technical characteristics, the size and state of preservation of the same;
- suitability of the work(s) of art to be moved and to remain in a different environment to that where they are usually kept;
- effects of a temporary absence of the work(s) of art to the coherence of the permanent exhibition itinerary and the relationship between any such effects and overall material, intangible, cultural and identity benefits that any such loan may provide to the owner Institution, the local area and the relevant country;
- recent relocations undergone by the work(s) of art with particular reference to the granting the same work(s) of art on loan before a reasonable time has elapsed since the last loan.

2. Upon establishing the eligibility of the loan, the Works Loan Commission ascertains that there are no impediments to the same, including:

- a lack of reasonable certainty that the work(s) of art will be returned to Musei Reali at the end of the period of loan;
- circumstances that may damage the image and/or reputation of Musei Reali;



Ministero della cultura

- the exhibition or activities for which the loan of the work(s) of art is requested are connected with illegal activities, involving work(s) of art that have been stolen, exported illegally or removed in breach of international agreements.
3. Subsequently, the Works Loan Commission evaluates the suitability of the exhibition venue and the quality of the scientific project:
- security and environmental control equipment in relation to the type of materials forming the work(s) of art;
 - validity and coherence of the scientific project motivating the request and of the exhibition project, if available, and the impact of the same, including with respect to the enhancement processes of the work(s) of art; the duration of the event, the spatial distance of the exhibition venue and the period of time between one loan and the next may constitute additional factors to be evaluated prior to authorising a loan.
4. Finally, the Works Loan Commission assesses compliance of the loan with the overall policies of Musei Reali, with particular regard to:
- potential of the loan to increase national and international accessibility to the collections, including parts of collections normally kept in storage;
 - potential of the loan to improve knowledge on the collections belonging to Musei Reali, including materials kept in storage and therefore not accessible to a non-specialist audience.
 - suitability of the loan with respect to the strategic objectives of Musei Reali and MiBAC;
 - potential of the loan to increase national and international cooperation between Musei Reali and other museum and cultural institutions.

Article 5 – Activation loans

1. Loans are activated by means of the signing a relevant "Loan Agreement" and upon the requesting institution formalising its undertaking to bear the costs of packing and transporting of the requested work(s) of art, including the cost of any couriers/accompanying individuals, as well as insurance coverage, to be taken out with a leading class A insurance company, comprising acceptance of the estimated values indicated by Musei Reali and providing "All risks - nail to nail" coverage, providing for a clause on "acts of terrorism and undeclared war" and incorporating the specific exceptions set out in the Loan Agreement on an individual basis in accordance with the various types of work(s) of art granted on loan.
2. The decision to grant or not to grant a loan lies with the Management of Musei Reali further to receiving an evaluation of a specific loan request from the Works Loans Commission. The Management of Musei Reali issues its authorisation if a loan is granted. In the event of loans abroad, an opinion is requested from the relevant department of the Italian Ministry of Cultural Heritage and Activities before the Management of Musei Reali issues its authorisation of the loan.
3. Musei Reali has the right to withdraw a loan at any time if the conditions of the agreement are not met.
4. Musei Reali calculates the value at which the requesting institution is required to insure the work(s) of art requested on loan on the basis of the value of said work(s) of art revalued to date. To said value risk variables to which the work(s) of art is exposed as a result of handling and display in an environment different to that where it is normally held are added, as well as risk values relating to the type of carrier used for transportation and the security risks parameterised for each foreign country and updated by the Ministry of Foreign Affairs and International Cooperation.



Ministero della cultura

Article 6 – Fees, concession fees and compensation

1. Musei Reali reserves the right to apply an expense reimbursement fee or a loan fee to the granting on loan of works of art.
2. Expense reimbursement fees are applied to loans requiring extraordinary administrative activities or extraordinary study, checking and maintenance activities by Musei Reali's curators and restorers. Said fees are set at a minimum of €300.00 and a maximum of €1000.00 for each individual work of art requested.
3. The loan fee amount is set by the Works Loan Commission on the basis of the following criteria:
 - value of the work(s) of art requested;
 - role played by the work(s) of art with respect to the attraction of the museum itinerary;
 - nature and purpose of the requesting institution and of the proposed project, with particular regard to the cultural and/or commercial characteristics of the initiative;
 - level of cooperation between the requesting institution and Musei Reali, including where not governed by specific memoranda of understanding and scientific-cultural cooperation agreements;
 - duration of the loan;
4. Both the expense reimbursement fees referred to in paragraph 2 and the concession fees referred to in paragraph 3 must be paid to Musei Reali prior to any handling of the work(s) of art. Failure to pay said fees may result in the loan being revoked.
5. Should the requesting institution withdraw from the loan with less than one month's notice before the opening date of the relevant exhibition/event with regard to loans in Italy and with less than three months' notice before the opening date of the relevant exhibition/event with regard to loans abroad, the requesting institution will be required to pay Musei Reali a cancellation fee of €100.00 for each individual work of art requested on loan, by way of reimbursement of expenses already incurred by the owner institution.
6. Musei Reali may exempt the requesting institution from paying expense reimbursement and concession fees if the loan request is part of cooperation agreements and in the mutual interest of both parties.