



FEDERATION OF CANADIAN ARTISTS
1241 Cartwright Street, Vancouver BC V6H 4B7
604.681.2744 fcaoffice@artists.ca www.artists.ca

ARTWORK SHIPMENT FORM

The Federation of Canadian Artists will pack, insure and ship artwork at the owner's expense and risk pursuant to the shipping policies set out in the Federation of Canadian Artists Policy Manual (available online at www.artists.ca). The owner is aware and accepts that the Federation of Canadian Artists does not operate a professional packing service and provides this service for the owner's convenience only. Using its discretion, solely as an accommodation to members, purchasers and artists, the Federation of Canadian Artists will pack, on its premises, artworks that are not fragile and in manageable frames. Larger artworks will be forwarded to a professional art transport company. Your signature on this form releases the Federation of Canadian Artists from any liability that may result from damage sustained by artwork during packing and shipping. All such works are packed at the owner's risk and then transported by a carrier chosen at the discretion of the Federation of Canadian Artists. All packing, handling and shipping charges will be at the owner's expense. Artworks may be subject to the Cultural Property Import and Export Act of Canada, and compliance with the provisions of the said Act is the sole responsibility of the owner. All charges are collect for settlement by the owner.

OPTION ONE

I will collect the artwork on (date)
I will have the artwork collected on my behalf on (date)
Individual or company collecting the artwork on my behalf

OPTION TWO

Please pack, insure and ship the artwork	Please pack and ship the artwork without insurance
Shipment Method (air or surface)	
Carrier	Account Number

ARTWORK INFO

Artwork Title(s)	Artist's Name(s)

PERSONAL INFO

Owner's Name		
Shipping Address		City
State / Province	Country	ZIP / Postal Code
Email Address		
Home Phone	Work Phone	Mobile Phone
Credit Card Number		Expiry Date
Social Security Number for U.S. Customs (U.S. Residents Only)		
Signature	Date	