

ARCHIVIO MARIA LAI

The Maria Lai Archive offers an artwork archiving service providing a certificate of authenticity at the request of owners or their proxy.

REGULATION

EXAMINATION OF THE DOCUMENTS

1. Fill in the preliminary [technical sheet](#) (complete all entries in block letters; see attachment)
2. Provide the following documentation:
 - 3 colour photo prints of the front of the artwork without frame (size 18 cm× 24 cm)
 - 1 colour photo print of the back of the artwork without frame (size 18 cm× 24 cm)
 - 1 colour photo print of the signature and any inscription appearing on the artwork
 - A cd or dvd containing any photos of the artwork in jpg or tiff high-resolution format (minimum resolution: 300 dpi)
 - A copy of any of the following documents where the artwork has been reproduced or mentioned:

essays

articles

reviews

invitations

news releases

lending sheets for exhibitions

etc.

Photos must have the following characteristics:

- in case of photos with white borders they must not exceed 2 cm
- non-professional or computer-printed photos will not be accepted

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SESSION FOR THE EVALUATION OF THE ARTWORK

Should the above-mentioned documentation be insufficient to make an appropriate evaluation of the artwork, the Maria Lai Archive may need to examine it at its registered office.

In this case the artwork should be delivered to the Archive office on the arranged date. After the evaluation, the owner will have to collect the artwork by the date specified at the moment of receipt confirmation.

The evaluation will be made during the periodic sessions of the Scientific Committee chaired by the Committee's President M. Sofia Pisu. The date will be communicated to the owner who will be responsible for carriage and for any insurance policy against risks especially loss, theft, damages or fire, even if occurring inside the Archive premises. In case anything occurs inside the Archive premises the applicant shall irrevocably waive any claim or action for damages.

CONDITIONS FOR THE EXAMINATION OF DOCUMENTS AND/OR THE EVALUATION OF ARTWORKS

The owner and their proxy undertakes to:

- provide the requested documentation, completed in all parts
- update the provided documentation, if required by the Maria Lai Archive
- pay the amount required for the examination and/or evaluation services by means of bank transfer to the following bank account: IBAN IT97 F030 6904 8561 0000 0002 006. The reason for payment must be clearly specified. A copy of the bank transfer receipt must be submitted along with the requested documentation.
- inform the Archive on any transfer of the artwork to another owner in order for data to be duly updated.

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The Maria Lai Archive specifies that:

- All the documentation must be sent by registered post to the following address:

Archivio Maria Lai
sede legale
c/o Museo Diocesano
Via Roma 106, 08045 Lanusei NU)

- the costs for artwork authentication and archiving are indicated on a specific price list and vary according to the type of artwork. They consist in a reimbursement for consultancy and certificate issue expenses in case of both a positive or a negative result. The Archive will provide a receipt of payment.
- the result of the authenticity evaluation will be notified by registered post
- in case the artwork is judged inauthentic, the paid-in amount will not be refunded
- the submitted documentation will not be returned to the owner
- the Archive has the right to reproduce or publish the artwork and also to allow anybody else to reproduce and publish it for any purpose deemed appropriate
- the signer declares that they accept the Archive's indisputable decision thereby irrevocably waiving any objection
- any dispute concerning the interpretation and/or application of this agreement shall be under the exclusive jurisdiction of the Court of Cagliari in accordance with Italian law.

The applicant hereby accepts all parts of the Maria Lai Archive regulation

Date _____ Signature _____