

The Sam Francis Foundation
(the "Foundation")

SAM FRANCIS

Artwork Submission Form

(Electronic submission available on our website)

The following information will be considered in preparation of the archival documentation of the unique works of Sam Francis.

CURRENT OWNER

Complete one form per artwork.

IMPORTANT NOTE: BEFORE THE SAM FRANCIS FOUNDATION CAN BEGIN RESEARCH OR PROVIDE ANY DATA WE REQUIRE THE OWNER OF THE ARTWORK TO FILL OUT THIS 3-PAGE FORM. IF YOU HAVE AN AGENT WORKING ON YOUR BEHALF, YOU MUST STILL DISCLOSE YOUR PERSONAL INFORMATION IN THE SPACE BELOW.

OWNER Name, Address, and Telephone/Fax number/E-mail:

FOR INTERNAL PURPOSES ONLY (Information provided will be kept in strict confidence. WE WILL NOT LIST YOUR INFORMATION IN ANY PUBLICATION OR PROVENANCE HISTORY. ANY PUBLIC RECORD WILL BE CREDITED AS YOU HAVE LISTED BELOW ON CREDIT LINE ENTRY.)

• **OWNER Credit Line:** Indicate below how the credit line should appear in any public documents. If you prefer to remain anonymous, please specify "Private Collection" and your city and state, if you wish that included. For example: *Private Collection, Los Angeles, California*; or *The Smith Collection, California, etc.* This is important to fill in.

• The Sam Francis Foundation may require a visual inspection of the work in the future, please indicate where the work is currently located:

(Please keep us informed if this work changes hands.)

Current Owner's Signature (or authorized representative)

Date

Please sign and date above that you have approved the credit line and understand that if the painting is documented in any forthcoming Sam Francis publications this credit line will be reproduced as part of the current collection line.

Artwork Registration Form (PAGE 1 OF 3)

The Sam Francis Foundation

THE ARTWORK

By submitting this Registration Form to the Sam Francis Foundation, the owner certifies that all information provided is accurate and that no information pertaining to the artwork, its history, or ownership has been withheld.

EACH PAGE must be signed by the current owner of the work (or authorized representative).

Visual Document/Photography

It is mandatory that a high-resolution digital image, color transparency, slide or photograph of the front AND back of the work is submitted. If there is a signature or inscription(s) on the reverse, please include clear detail images of each. Digital images are acceptable if presented on a CD-Rom/DVD, or high resolution TIFF can be sent to us by email.

• **Title and/or Identification Number** (short description if not known):

• **Creation Date:** _____

• **Medium** (oil, watercolor, gouache, ink, acrylic, etc.): _____

• **Support** (canvas, paper, wood, board, etc.): _____

• **Dimensions** (not including the frame or mat):

height _____ width _____ inches (nearest 1/8 inch)

height _____ width _____ centimeters

• **Signature, Date and Inscriptions:** Indicate as exactly as possible how the signature, date and/or inscriptions (other markings) appear, and describe the exact location where each appears, e.g. lower left, lower right, on the back, on the stretched, on the frame, etc. Please include clear detail images.

• **Is the signature in pencil, ink, paint, etc.?:** _____

• **Labels and other markings on back of work:** List all other labels, markings and/or inscriptions on back of work, frame or stretchers; shape, color and markings. Please include clear detail images.

• **Is the work on original stretchers and frame?:** Yes _____ No _____

• **Condition:** Describe the works condition including whether it has been relined, restored or retouched. If a condition report is available, we would appreciate a copy.

OWNER'S SIGNATURE: _____

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PROVENANCE

• **Date of Acquisition and Source:** Provide documentation on the source (if possible an invoice or bill of sale) and date of acquisition for current collection:*

• **Date of Acquisition:** _____

• **Source of Acquisition:** _____

**Please note, if you are unable to provide definitive documentation data on the acquisition please provide as much background information that you have available. For example: If acquired directly from the artist as a gift or by descent please provide dates. It is imperative to provide provenance history in order for us to document the painting.*

• **Previous Owners:** Provide a detailed history, including dates of prior ownership if available. List addresses and dates if known. Use back of form if necessary or additional pages. Oldest collection history should be listed first and most recent last on the listing.

HISTORY

• **Exhibition and Publication History:** List any exhibitions or references to this work, of which you are aware, that are included in published sources, e.g. books, magazines, catalogue, etc. Indicate the work's page and catalogue #, plus any corrections. List earliest first to most recent last. Please use back of form or additional pages.

Thank you for your assistance in supplying this information that may be used in Sam Francis related publications or documents. All records will be housed within the artist's archives transferred to the Sam Francis Papers, 2004.M.8, Special Collections, Research Library, The Getty Research Institute, Los Angeles, California.

*The above data as supplied to the Sam Francis Foundation may be supplemented by a physical inspection, photographic representation, and/or confirmed with information in the files of the Sam Francis Estate / the Sam Francis Foundation / and/or the Litho Shop Inc. Any documentation letter ultimately issued by the Foundation is not to be used or represented as a confirmation of title or as a certificate of authenticity. Neither the Sam Francis Foundation, nor any of its directors, officers, employees, agents or representatives, or others acting for any of them, or their successors, warrants or represents the authenticity of the work or the capacity of any party to convey title thereto. If a work is documented by the Foundation as a creation of Sam Francis or the work is included in the forthcoming catalogues raisonnés, this is as a courtesy only, and neither the person to whom a documentation letter is provided, nor any other person, shall be entitled to rely on the accuracy thereof. Each person who reviews a documentation letter issued pursuant hereto knowingly assumes the risk of the inaccuracy thereof. The Sam Francis Foundation shall have no liability whatsoever to any person or entity by reason of this information. Due to ongoing research of the Sam Francis archives and accumulation of information from other sources, attribution, identification number, and/or documentary information supplied as a result of this artwork submission is subject to future change. **In consideration for the Foundation's review of the accompanying information and the potential documentation of the work for educational purposes as the creation of Sam Francis, the owner hereby agrees to indemnify, defend and hold harmless the Foundation, its officers, directors, employees and agents from all claims, demands, causes of action and liabilities of any kind or nature arising out of or in connection with review or documentation of the work.***

OWNER'S SIGNATURE: _____

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