

Reedley College

Condition of Artwork Report

Internal use by Reedley College Art Faculty to document condition at time of receipt.

Artist Name:

Artwork Title:

Medium:

Dimensions:

Date Received:

Received By (Faculty):

1. Artwork Identification

Unique ID or Label Number:

Framing or Mounting Type:

Protective materials at drop off:

2. Initial Visual Inspection

Surface Condition

ExcellentMinor scuffsScratchesAbrasionsStains

Notes:

Structural Condition

StableMinor warpingCracksLoose components

Notes:

Frame or Mounting Condition

ExcellentLoose jointsScratchesChipped frameHanging hardware loose

Notes:

Canvas or Paper Condition

Even tensionDentsTearsBuckling

Notes:

Sculpture or 3D Work Condition

StableLoose elementsChipsSurface wear

Notes:

Glass or Plexi Condition

CleanScratchedCrackedLoose fit

Notes:

3. Artist Disclosures

Pre-existing damage reported: