



Woodblock Print Borrower's Agreement

NAME _____

SCHOOL NAME _____

SCHOOL ADDRESS _____

SCHOOL PHONE _____

NUMBER OF STUDENTS IN THE CLASS _____

HOME ADDRESS _____

HOME PHONE (____) _____ E-MAIL _____

Teachers borrowing the woodblock prints do so with the understanding that these are all pieces of original artwork and each one is irreplaceable. The prints are all over 150 years old and are very fragile. Please only use them under close supervision, in a structured learning experience, and after explaining to students the importance of their care in handling the prints. If you have any doubts about your students' ability to respect these materials, please do not use them.

Prints are checked for condition prior to lending and lent without tears, rips, wrinkles, unless otherwise noted. They must be returned in the same condition.

Please store these prints in a secure place that is dry and out of sunlight before and after use.

1. All students and teachers must wash their hands and dry them carefully immediately prior to working with the prints.
2. Desks must be clear of all materials, particularly any writing instrument, any food or liquid.
3. We strongly urge you to have no more than two students working together on one print.
4. Set a tone with students before beginning to work with the prints. Have them clear their desks and spend a few minutes creating a calm atmosphere in which to view the prints. Explain how fragile the prints are and how carefully they must be handled.
5. Ask each student to carefully return his or her print to its paper folder and return the print to the front of the room. Please check off each print as it is returned.
6. TEA strongly prefers that teachers return the prints personally to the TEA offices at CASE E330, 1725 Euclid Ave. Boulder, CO 80309. If this is not possible, materials must be carefully packed in a padded box and returned at borrower's expense via UPS or Federal Express only, insured for \$1500. Return ship to the street address above.

I have carefully read and agree to all the terms for borrowing the TEA Ukiyo-e prints. I accept full responsibility for the safe use and safe return of the prints to TEA.

SIGNATURE _____ DATE _____

TEA shipping address: Program for Teaching East Asia, CASE E330, 1725 Euclid Ave., Boulder CO, 80309