

Highland Presbyterian Church  
Artwork and Artifacts Donation Policy

Highland Presbyterian Church welcomes inquiries about donations of tangible items such as artwork, historical books, photos, and other artifacts which will enhance the physical environment of the church. The church's collection continues to grow through the generosity of members and artists. Donations will be considered according to the following guidelines.

1. Artwork and artifact gifts to the church are accepted with the understanding that they became the property of the church. The donor understands that the church has sole discretion about retention, location, digitization, or other considerations related to the gift's use or disposition. The church may decline to accept any gift in its sole discretion.
2. The church will not appraise any gifts for income tax deduction purposes. Donors should seek out qualified appraisers, their attorneys or tax advisors, and consult the latest IRS regulations.
3. Prospective artwork and artifacts donations will be reviewed by the Highland Art Conservation Committee, to determine if they will be a good fit in the physical church space. All items will need to be evaluated by the committee and the Pastoral Staff.
4. Written information should be provided on an object's provenance and history. Artworks and artifacts with histories that are unknown or unclear will ordinarily not be considered.
5. If an artwork or artifact is accepted, the church reserves the right to store the work until an appropriate space is established or to not display the work. Any display may be on a rotating basis. Artwork and artifacts may be placed in storage or removed from the collection at any time in the church's sole discretion.
6. Due to liability and budgetary constraints, the church will not be responsible for transporting or removing artwork or artifacts from an offsite location. In addition, the church cannot accept works which need repair, conservation treatment or expensive rehousing, such as placement on a pedestal or under glass. Although it disclaims any liability, the church will use its best efforts to provide reasonable care for donated artworks and artifacts that it accepts.

Approved by the Trustees      July 9, 2024

Adopted by Session      August 6, 2024