

Town and date \_\_\_\_\_

Archivio Antonio Scaccabarozzi  
Via Crescenzago, 24  
20134 Milano (Italia)

Telefono +39 0230120547  
Mobile +39 3356264398  
info@archivioantonioscaccabarozzi.it

## REGISTRATION & FILING FORM

### PROPERTY DATA

Name \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_

CODE \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

How do you want to be nominated on the Certificate of authenticity that is to be issued

Town, Name and Surname [ ]

Town, "Private Collection" [ ]

"Private Collection" [ ]

OR : \_\_\_\_\_

How do you want to be nominated in the Catalogue of the Artist's works?

Town, Name and Surname [ ]

Town, "Private Collection" [ ]

"Private Collection" [ ]

OR : \_\_\_\_\_

**INFORMATION CONCERNING THE ARTWORK**

Purchase Date \_\_\_\_\_

Provenance / and \_\_\_\_\_

\_\_\_\_\_

value at the time of purchase \_\_\_\_\_

Authentication (indicate if the work is accompanied by one or more than one authentication, by whom it was issued and when; please enclose a copy of the related documentation)

\_\_\_\_\_

\_\_\_\_\_

**TITLE OF WORK**

If present on the work, indicate where it is written:

front [ ]      back [ ]

top [ ]      bottom [ ]

left [ ]      right [ ]      centre [ ]

Description (transcribe exactly as it appears, respecting upper / lower case, cursive or print):

\_\_\_\_\_

\_\_\_\_\_

If the title does not appear on the work indicate from where it derives; the writings of the artist, from labels on the back of the work, from Archive sources, exhibition catalogues or other:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date (if any)**

If present on the work, indicate where it is written:

front [ ]      back [ ]

top [ ]      bottom [ ]

left [ ]      right [ ]      centre [ ]

Description (transcribe exactly as it appears) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Data from other sources (if no date appears on the work indicate from where it was inferred)

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**SIGNATURE (if any)**

If present on the work, indicate where it is written:

front [ ]      back [ ]  
top [ ]      bottom [ ]  
left [ ]      right [ ]      centre [ ]

Description (transcribe exactly as it appears, respecting upper / lower case, cursive or print):

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**TECHNIQUE USED**

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**MEDIA**

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**DIMENSIONS**

– In vivo ( without the frame the work measures); height, width, depth, diameter

cm ht \_\_\_\_\_ x wid \_\_\_\_\_ x dpt \_\_\_\_\_ dia \_\_\_\_\_

– Frame (including the frame the work measures); height, width, depth

cm ht \_\_\_\_\_ x wid \_\_\_\_\_ x dpt \_\_\_\_\_

**DEDICATIONS AND INSCRIPTIONS (if any)**

If present on the work, indicate where they are positioned:

front [ ]      back [ ]  
top [ ]      bottom [ ]  
left [ ]      right [ ]      centre [ ]

Description (transcribe exactly as they appear, respecting upper / lower case, cursive or print):

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**LABELS (if any)**

If present on the work, indicate where they are positioned:

front  back   
top  bottom   
left  right  centre

Description (transcribe the inscription present): \_\_\_\_\_

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**STAMPS (if any)**

If present on the work, indicate where they are marked::

front  back   
top  bottom   
left  right  centre

Description (transcribe exactly as they appear: linear, round, ink, embossed ...):

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**STATE OF CONSERVATION**

Indicate what the current state/condition of the work is: if it is not good Please report any loss of colour, cracks present, marks or stains, lesions, alterations in the material, etc.

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**RESTORATION (if any)**

Specify whether and when the work has undergone restoration work and by whom

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**SHOWS**

Indicate all exhibitions in which the work has partaken, stating: year, location, venue, title, duration of exhibition, curated by ...

Specify also whether the exhibition was accompanied by a catalogue (indicating place of publication, publisher, year of publication) and report any bibliographic data in the catalogue, that is related to the work.

If the exhibition was not accompanied by a catalogue, indicate the source of the citation (eg invitation, placard, poster, other documentation)

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**BIBLIOGRAPHY**

Provide all bibliographic elements related to volumes, magazines, newspapers in which the work has been cited and / or reproduced. Regarding volumes, please indicate: year of publication, name, author's name, title, place of publication, publishing house, page nr., illustration nr..

For magazines and newspapers, please indicate: year, name, author's name, title, name of the editor, place of publication, number, year, number, day, month, page nr., illustration nr.

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HIGH DEFINITION PHOTOGRAPHS OF THE WORK (FRONT AND BACK) Nr.: \_\_\_\_\_

**PHOTO STUDIO WHICH MADE PHOTOGRAPHS:**

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The undersigned acknowledges and agrees that the work referred to above will be subject to the Antonio Scaccabarozzi Archive (henceforth the "Archive") under the following conditions:

- 1) This document does not constitute in any way a certification of authenticity, having only the function of identifying the work that is submitted to the Archive
- 2) The archive reserves the right to archive the work presented here according to the outcome of the examination of the documentary material (photos, CD's and any other eventual documents) to be attached to this completed form in its entirety.
- 3) The Archive, at its sole discretion and according to the outcome of all relevant assessments, , reserves the right not to archive the work - and likewise does not assume any obligation to do so - if:
  - the same is not able to be attributed to that of the artist Antonio Scaccabarozzi (henceforth the "Artist");
  - the same has been modified and/or impaired in substance, in its integrity or unity as a result of actions not attributable to the Artist (by way of example and without limitation, as a result of restoration, etc.).
  - complete documentary material is not provided, or direct examination of the work is refused;
  - the information requested on this form is not provided;
  - following the outcome of all the investigations carried out, there remains uncertainty as to the attribution of the work to the artist.
- 4) The Archive, at its sole discretion and on the outcome of any relevant checks, reserves the right to attribute a different date to the work from that so far attributed.
- 5) In regard to the above, the owner of the work takes note of the fact that the Archive is free to express an opinion of the work that has been freely submitted and therefore expressly agrees to accept the Archive's response in both terms of the item not being archivable as well as in terms of archiving with a re-dating of the work.
- 6) The undersigned acknowledges and accepts the fact that the Archive may request the support of consultants and technicians and of an expert body to examine the work.
- 7) The undersigned undertakes to withdraw the work, by contacting the Archives directly within 15 calendar days of the notice of availability on the part of the Archive.
- 8) Notwithstanding the above, once the period for withdrawal referred to in the previous article is ended any pending legal proceedings will be established at the expense of the undersigned for the compulsory return of the work, the said work will be maintained at the expense of the undersigned.
- 9) The undersigned acknowledges, in all instances, that the work presented is properly insured thus ensuring that the insurance company renounces any recourse towards the Archive and in all instances exonerates the Archive fully from any claims for compensation.
- 10) For any dispute arising in relation to the application of this agreement it is the exclusive jurisdiction of the Court of Milan, with the express exclusion of any alternative jurisdiction.

Date ..... Signature .....

The undersigned expressly agrees to the following conditions: Art. 5 (absolute indisputability of the Archive evaluations); art. 7 (late or non-collection of the work); art. 8 (storage location and related expenses); art. 9 (compulsory insurance and waiver of recourse), Art. 10 (exclusive jurisdiction).

(Signature) .....

Pursuant to and for the purposes referred to in D.lg 196/2003, the undersigned acknowledges that:

- a) the transfer of personal data above is necessary in order to accomplish the assessment required and, in case of refusal, the Archives will not accept the undertaking of the examination of the work;
- b) data provided for archiving may be disclosed to third parties only to the extent that this is necessary in complying with fiscal and legal obligations and to protect the rights of the Archive;
- c) the personal data mentioned above will also be archived in paper form with the work itself and used either for archival or historiographical purposes but not for external distribution without the authorization of the interested party, with the exception of the provisions in point "b";
- d) the aforementioned data, stored on electronic media, may be used to notify the holder of cultural events organized by the Archive;
- e) the use of which points "c" and "d" above are optional;
- f) The body responsible for processing the above data is the archive; those undertaking the processing, who will therefore both view and have access to the above data, are Messrs Anastasia Rouchota and Valter Alberto Majocchi;
- g) the person concerned shall have the right at any time to obtain confirmation of the existence of data concerning him and to receive communication, other than to be informed of their origin, of the purpose and method of processing, of the recipients or categories of recipients to which the same may be disclosed and may ask for an update, correction of or, when of interest, the integration of the same; having also the right to obtain the cancellation of the same, the transformation of the same into an anonymous form or to preclude the same in the case of circumstances regarding the law (violation of the law, use other than the intended purpose), as well as the right to witness that those to whom the data have been communicated or disseminated have been provided with information regarding the origin of the data itself, as well as to the purposes and methods of processing; the person concerned has the ultimate right to object, in whole or in part:
  - for legitimate reasons regarding the processing of personal data concerning him;
  - the processing of personal data with reference to communications point "d" or with reference to other communications of a promotional nature that may be authorized during the course of the relationship.

I, the undersigned, hereby authorize the use of the data provided for the purposes referred to in points "a" and "b" and [authorize] [do not authorize] the use of that data for the purposes referred to in points "c" and "d"

Date .....

Signature .....