



VIOLENCE FREE
MINNESOTA

Clothesline Project Request Form and Agreement

Thank you for your interest in the Clothesline Project. If you would like to schedule an exhibition of the Clothesline Project, please complete the following request form/agreement and return by e-mail, fax or mail. Once we have reviewed your request, we will contact you regarding the availability of the Clothesline Project. Clotheslines are available for the years 1992 thru 2019.

If you have NOT received a phone call or email from us, it means that we have not received your form.

Please contact Joe Shannon at jshannon@vfmn.org, or 651.646.6177, ext. 112 if you have questions regarding the Clothesline Project.

Organization requesting Clothesline_____

Address:_____

(Please provide an address where Fedex delivers.)

City, State, Zip_____

Contact person(s)_____

Phone number(s)_____

Fax number_____ E-mail address_____

Short description of event_____

While there is no initial fee to reserve the Clothesline Project, Violence Free Minnesota graciously accepts donations to maintain the integrity of the project.

For Violence Free Minnesota Office Use Only:

Donation Included \$_____ Check #_____

Do you have any preference for exhibiting the 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, or 2020 Clothesline Project?

We will try to accommodate all requests, but may not always be able to provide the Clothesline you request, especially during October's Domestic Violence Awareness Month. Please choose a second choice of year. **We normally lend the Clothesline Project for a period of one week, although we may be able to negotiate a longer display.**

*Please note during April & October, the most recent project will *not* be available beyond a 1 week display.*

_____ Yes, we prefer the _____ Clothesline Project. _____ Second choice year

_____ No preference

We will pick up the Clothesline on _____

We will return the Clothesline to Violence Free Minnesota on _____ -OR-

Please ship, via Fedex Postal Service, to arrive by _____

(We only ship to groups located *outside* the 7-county Twin Cities metro area.)

We will ship to arrive back at Violence Free Minnesota by _____

Shipping address, if different from the mailing address on the first page.

Name _____

Organization _____

Address _____

City/State/Zip _____

CLOTHESLINE PROJECT AGREEMENT

1. I agree that while the Clothesline Project is in my care the display will be treated with the utmost of respect and caution.
2. I agree that food and beverages will not be allowed near the display, nor will touching of the shirts be permitted during the display.
3. I agree that the display will be supervised at all times and that after hours the display will be in a secured area.
4. I assume full responsibility for the Clothesline Project while it is in my care and agree that if any of the t-shirts are damaged or soiled, I will be charged \$25 per damaged or soiled shirt.
5. I will ensure that the Clothesline Project t-shirts are returned to the Violence Free Minnesota neatly folded and packed and agree that if it is not, I will be charged \$25.
6. If an entire Clothesline Project is lost, destroyed, or irreparably damaged, I agree that I will be charged \$500 to replace it.
7. If I return the Clothesline Project to Violence Free Minnesota past the stated date of return, I agree that I will be charged \$25 for each day late.

Signature _____

Date _____

Please complete this form, copy for your records, and email, direct mail or fax to us.

IF YOU FAX THE FORM TO VIOLENCE FREE MINNESOTA, PLEASE MAKE SURE YOU ALSO SEND A HARD COPY OF THE FORM BY U.S. MAIL. We will call or email you with a confirmation within a week of receiving your request. If you do not receive a confirmation email or call within 5 business days of faxing your form to us, please call us to ensure we have received your fax.