
AMIA Shrinkage Gauge Loan Rules and Regulations

The AMIA shrinkage gauge is a benefit brought to you by the members of the Preservation Committee. Manufacture of the gauge was a project conceived and accomplished during the 1997 calendar year as part of the Committee's ongoing efforts to aid the membership.

- The shrinkage gauge is available for loan free of charge to any member of the Association of Moving Image Archivists.
- Borrowing members are responsible for all shipping, customs, brokerage and insurance charges both to and from the AMIA office. The value of the gauge for insurance purposes is \$950 US.
- Shipping must be made via FedEx etc. Borrowers may either prepay the shipping or provide a valid account number for charging the cost of the shipping. No COD shipments will be permitted.
- The normal maximum period of loan for the gauge is 3 weeks. Periods in excess of 3 weeks must be approved in advance by the AMIA office. Extensions of existing loans must also be approved in writing.
- Members who borrow the gauge are responsible for loss or damage while the equipment is in their possession AND IN TRANSIT. Please notify the AMIA office immediately in the event of such a problem.

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- Requests to borrow the gauge should be made in writing at least 2 weeks in advance of the required date of use. Requests can be sent via FAX: (323) 463-1506; Email: AMIA@amianet.org, or regular mail:

Association of Moving Image Archivists
1313 Vine St.
Los Angeles, CA 90028

- Failure to follow the stated rules and regulations could result in a suspension of borrowing privileges or other action as determined by the AMIA executive board.