



FAR OWNERSHIP TRANSFER INSTRUCTIONS (For Use by Artists and Artisans)

1. Log on to www.FineArtRegistry.com
2. Click on ***Become a Member*** (it's absolutely **FREE** to become a member and all ownership transfers are **FREE**).

If you do not formally transfer ownership, the database will NOT reflect that you are the current owner.

3. Confirm and Check Out.
4. Once checkout is complete, the screen that appears is "***Your Registered Far Tags***" page. Under ***Account Services***, simply click on "***FAR Ownership Transfer***" and fill in the dialog boxes. You will receive a message at the top of the screen that your ***Transfer Request*** has been processed. At the same time FAR will send an email notification to you that the transfer request has been sent to the artist for approval. Once the request is received, an approval response will be made within 48 hours.

In completing the online transfer of ownership, you play a critical role in ensuring that the provenance/history of ownership remains current. If you ever decide to resell this artwork, art collectors will appreciate that you have taken the time and the necessary steps to insure proper provenance, thereby increasing its value. This simple transfer process via the Fine Art Registry website (www.fineartregistry.com) is well worth the few minutes it takes to complete the process. Thank you for your investment.

Fine Art Registry (FAR) I.D. # _____