

Essentials of Collection Management



 **PSPI**
Art of protection

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HAPPY NEW YEAR 2025

Dear Collectors,

Your collections are so much more than objects. They tell your story, reflect your passions, and hold deep personal meaning.

At PSPI, we understand the care and love that go into protecting such treasures. This guide, written by our experts, is our gift to you. It is designed to help you preserve what matters most and to thank you for the trust you place in us.

More than just a technical guide, it is an invitation to think about the best ways to care for and enjoy your collections. Our goal is to share practical advice while celebrating the joy these pieces bring to your lives. As you read, I hope you feel the dedication we've put into this project.

From all of us at PSPI,
I wish you and your loved
ones a happy and peaceful
holiday season.

With gratitude,

Fanny Eyraud
Founder of PSP





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INTRODUCTION

Protecting a collection goes beyond merely securing insurance coverage. Key elements such as inventory, preventive conservation, transportation and appraisal are also crucial to effectively protect an art collection.

Our experts have carefully selected key aspects to provide you with a comprehensive overview of assets' protection, empowering you to make informed and strategic decisions.



THE BASICS OF PROTECTING COLLECTIONS

A good protection relies on three fundamental pillars :

- **Accurate Documentation** : Each item should have a detailed record.
- **Appropriate Environment** : Consider temperature, humidity, and light exposure.
- **Preparedness for the Unexpected** : Ensure you are ready to face theft, damage, or loss.

Ask yourself :

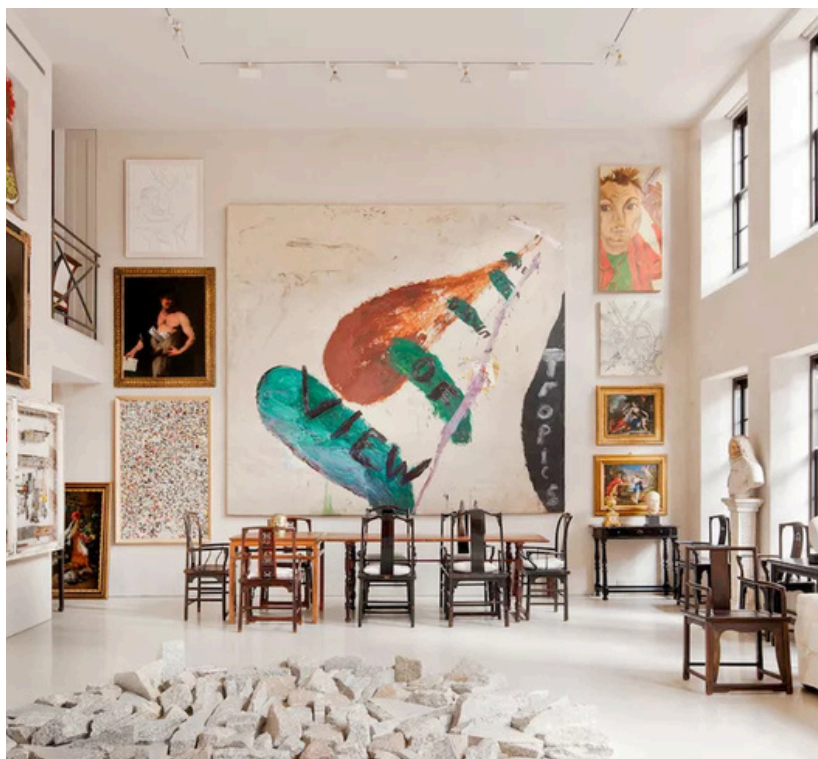
“ Which items hold the greatest value (sentimental and/or financial) ? “

“ Are they properly stored and documented? ”

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"Managing an art collection is not simply a question of ownership. It is a long-term investment that requires constant attention, informed decisions and concrete action."

Héloïse Decrocq-Mosnier, Expert Fine Art, PSPI SA





IDENTIFYING AND ASSESSING RISKS

Every collection is unique, as are the risks associated with it. Here are key considerations:

- **Environmental Risks** : Damages caused by accidents, improper temperature, humidity and/or lighting.
 - **Human Risks** : Theft or mishandling.
 - **Transport Risks** : Poorly managed moves for exhibitions or transfers.
 - **Evaluation Risks** : Underestimating the value of assets or failing to regularly re-evaluate them.
 - **Location** : Moving assets without notifying your insurance company.
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“Regular inspections can help you anticipate these risks and take appropriate actions.”

Johanna Massa, Inventory Expert at PSPI SA





THE IMPORTANCE OF A WELL-KEPT INVENTORY

- A comprehensive inventory ensures long-term data preservation and guarantees the existence and traceability of assets within a collection.
 - The standards for maintaining an optimal inventory, require the inclusion of detailed data that include :

Inventory number; Category; Object designation, title ; Number of objects or parts of the object ; Dimensions ; Material and technique; Dating; Author/artist/manufacturer ; Ownership documents; acquisition type; entry date into the collection; origin ; description ; Special characteristics (e.g., inscriptions, missing parts) ; Condition report; Location; high quality photographs; estimated value
 - An inventory also allows for regular updates, such as location and revaluation of the assets' value. These updates are essential to ensure adequate insurance coverage.
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“An inventory is much more than a list of items; it’s a true strategic management tool that allows every collector to protect and manage its collection.”

Johanna Massa, Inventory Expert at PSPI SA





MISTAKES TO AVOID

- **Underestimating Risks** : Taking minimal precautions can be costly in the long term.
- **Neglecting Condition Checks** : Periodic inspections are essential.
- **Lack of Insurance Coverage** : Not having suitable coverage can lead to significant financial loss.

For exemple, in the case of jewelry or ready-to-wear clothing, it is very important to insure a global amount for everything that is likely to be worn on your person.

- **Not reassessing your premiums** : Particularly for assets that appreciate in value quickly, such as watches.
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“A collection is a treasure, but it remains vulnerable without constant vigilance. Insurance and regular controls are the only guarantees of lasting preservation.”

Johanna Massa, Inventory Expert at PSPI SA





TIPS FOR OPTIMAL PRESERVATION

- **Climate Control** : It's essential to maintain a stable environment for your artwork.

A humidity level between 45 and 55% and a temperature between 18 and 25°C are generally recommended for optimal conservation. It's also advisable to periodically rotate works of art on display to minimize their continuous exposure to light, and to fit your windows and lighting with UV filters.

- **Maintenance and checks** : Regular inspections and restoration works prevent damage while extending the lifespan of your works.
 - **Secure Storage** : Practical solutions such as using customized display cases, specialized supports, and wrapping non-exhibited works in tissue paper are essential practices to adopt.
 - **Careful Handling** : Always use gloves and limit direct contact.
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Preventive conservation is not just about protection. It is a true investment to ensure that your works will last across generations without losing their value."

Johanna Massa, Inventory Expert at PSPI SA





INSURANCE : YOUR ALLY AGAINST THE UNEXPECTED

Comprehensive insurance is essential for safeguarding your collections. Our experts recommend:

- **Full Protection** : Cover risks like water damage, fire, breakage, and theft with comprehensive insurance.
 - **Tracking and comprehensive Overview** : Use insurance to track renewals, inventory, and locations, while regularly assessing your collection's value, repairs, and costs.
 - **Flexible and Adaptable Coverage** : Tailor your insurance to specific needs, including family protection and travel coverage, adjust premiums based on risks, and update your coverage as your collection or circumstances evolve.
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Well thought-out insurance, combined with regular appraisals, is the only guarantee of protecting your heritage against the unexpected.”

Héloïse Decrocq-Mosnier, Expert Fine Art, PSPI SA





USEFUL RESOURCES

- **Argun, E.-A.** (2024, November 21). The art of insuring art: A practical guide for insuring your art collection. Edition Magazine.
<https://www.myartbroker.com>
 - **Art UK. (n.d.)**. Preventative conservation. Art UK. Retrieved December 6, 2024, from :
<https://artuk.org/for-collections/preventative-conservation-229>
 - **Arte Generali. (n.d.)**. Inventories: How to manage a collection. Arte Generali. Retrieved December 6, 2024, from :
<https://artegenerali.com/articles/collection-tips/inventories-how-manage-collection>
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“Artworks are not merely material possessions, but witnesses to history, carriers of sentimental and artistic value. By taking proper care of these treasures, both physically and legally, we ensure their longevity for future generations.”

Johanna Massa, Expert of Inventory at PSPI SA



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CONCLUSION

We hope this guide will be useful in managing and preserving your collections.

Your passion and dedication to your treasured assets deserve the best advice and solutions.

With our best wishes,

The PSPI Team

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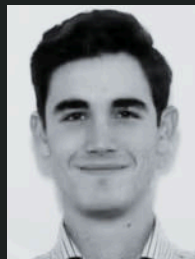
Master Degrees in Museology and
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AUBIN DE FRANCE

Support Fine art

Master Degree in Art market law and
taxation.



Thank you for your
trust