Yale University
Insurance Coverage Using a Commercial Carrier

Yale University carries fine arts insurance to protect its collections in the case of damage or loss. University staff can be assured that collection materials are insured provided all reasonable care is taken.

Commercial carriers such as UPS or FedEx will only insure a single shipment, whether one or twenty boxes/containers, up to $50,000. It is advisable to notify Risk Management via email when there are collection materials that are valued at over $50,000 or the shipment is not being insured through the commercial carrier. Staff are strongly encouraged to insure using the carrier's insurance whenever possible.

For materials not covered by a carrier’s policy, the staff member should notify Risk Management of the shipment with the following information:
- Identifying information for the shipment—e.g. the name of the collection, or shipment number assigned by the owning collection
- Shipping date
- Estimated date of return
- Shipper/ Carrier
- Number of boxes/ containers in the shipment
- Description of the item(s)
- Total value of shipment*
- Address shipped from

This information should be sent via email prior to shipping to:
Risk Management, risk.management@yale.edu

*Total value of shipment must be a mutually-agreed upon value between all parties. Value of shipment may be determined through appraisal or estimated cost of replacement/ repair/ recovery.