



Jefferson County Historical Society

228 Washington Street, Watertown, NY 13601

Phone: (315) 782-3491

FAX: (315) 782-2913

Artifact Donation Form

Date:

Name:

Best way to contact you:

Object(s) being considered for donation:

1. What do you know about the object? Any background information (i.e. who owned it, when/ where it was made or specific ties to the community) will help the Collections Committee determine the relevance of the object in regards to the rest of our collection.

2. Do you have any photographs or family documents that would provide any background for the object? If so, would you consider donating these items as well or allowing us to make copies of them?

3. How did this object come into your possession (purchased, inherited or found?)

4. If the object(s) are not accepted into the collection, would you prefer that the :
____ Object(s) are returned to the donor; or ____ Object(s) are sold in the museum gift shop

*Please read the below conditions and sign in the space allocated. **Artifact donations will not be accepted without acknowledgment of these terms.***

The Jefferson County Historical Society ("Museum") agrees to store the listed objects pending a decision from the museum's Collections Committee that meets the first Tuesday of each month. Donors will be notified within a week of the committee's decision via the preferred method listed. All unaccepted donations left on the premises longer than 14 days *after* owner notification will be considered abandoned property that will be disposed of at the museum's discretion.

I have read, understand, and accept these conditions.

Signature

Date