



# Artifact and Archive Donation Agreement

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**Received From:**

First Name	Surname
Postal Address	
Telephone Number	Fax Number
E-mail	

**The Whistler Museum and Archives gratefully acknowledges receipt of the following objects below:**

Artifact Number <i>(to be filled out by Museum staff)</i>	Archives Number <i>(to be filled out by Museum staff)</i>
Description and Condition of Object(s) – <i>Please provide a description of the Object(s) including their origin, history of use, and any other relevant information. Use the back of the form if you need additional space.</i>	
Restrictions	

I, the undersigned, being the lawful owner of the objects listed above, hereby transfer by gift/sale my full title to and interest in the same to the Whistler Museum and Archives forever. The Whistler Museum and Archives shall hereafter have and retain exclusive and absolute physical ownership of the object(s). Copyright is transferred to the Whistler Museum and Archives and moral rights to the object(s) are extinguished unless otherwise indicated. Object(s) may be placed, loaned, or disposed of in such a manner as the Whistler Museum and Archives Board of Trustees may deem advisable in accordance with museum policy. The Whistler Museum and Archives will display the object(s) if and when it deems feasible. If rejected and not claimed within 90 days, the acquired material may be disposed of in a manner the Museum deems appropriate.

<p><b>In the event that the Object(s) cannot be retained by the Whistler Museum and Archives, they are to be:</b></p> <p>Returned to Donor: ___ Sold for fundraising: ___ Transferred to the following institution: _____</p> <p>Initials of Donor, Agent, or Acting Representative: _____</p>
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Owner's, Agent's, or Acting Representative's Signature \_\_\_\_\_ Date \_\_\_\_\_

Accepted on behalf of the Whistler Museum and Archives \_\_\_\_\_ Date \_\_\_\_\_

Object Name: \_\_\_\_\_

Maker of Object (name and information): \_\_\_\_\_

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Materials: \_\_\_\_\_

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Date of production: \_\_\_\_\_

Usage (by whom, in what contact, for what purpose): \_\_\_\_\_

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Specific history of the object (made for whom, used in what situations): \_\_\_\_\_

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History of ownership (how it came into your possession, who owned it previously, etc): \_\_\_\_\_

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Place and culture of origin: \_\_\_\_\_

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Place collected: \_\_\_\_\_

Date collected: \_\_\_\_\_

Collector (name and information if different from Donor): \_\_\_\_\_

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Additional comments: \_\_\_\_\_

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THANK YOU!