

JUNIATA COUNTY HISTORICAL SOCIETY DONATION APPROVAL FORM

Due to limited space and resources, donations to the JCHS collection can only be accepted after being approved by the Archives Collection Committee. The following information will be used in the approval process.

Name _____ Phone Number _____

Address _____ Zip Code _____

E-mail Address _____

1. Description of item being donated _____

2. What connection does this item have to Juniata County (how was it used, who used it, or other details pertaining to its place in county history?) _____

3. How would you describe the condition of this item?

Excellent

Good

Fair

Poor

4. Do you own this item? Yes No

If yes, are you willing to donate this item to the JCHS with no restrictions? Yes No

If no, the signature of the legal owner and affirmation that the item is being donated with no restrictions must be obtained before we can accept the donation.

Signature of Donor _____

Signature of JCHS representative _____

A COPY OF THIS FORM WILL SERVE AS A TEMPORARY RECEIPT UNTIL THE COMMITTEE MAKES THEIR DECISION. THE SOCIETY ACCEPTS ITEMS IN REASONABLY GOOD, COMPLETE, AND ORIGINAL CONDITION; THAT ARE NOT DUPLICATES; THAT HAVE CLEAR TITLE; THAT WE CAN STORE AND CARE FOR; AND THAT ARE DOCUMENTED TO SHOW SIGNIFICANCE TO THE SOCIETY MISSION AND/OR JUNIATA COUNTY HISTORY. IF THE COMMITTEE DETERMINES THAT WE ARE UNABLE TO ACCEPT THIS DONATION, THE ITEM WILL BE PROMPTLY RETURNED.