

## Acquisition Questionnaire

The history of an object provides valuable information for research and interpretation. Please take a moment to answer as many of the following questions as apply.

Donor Name: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email: \_\_\_\_\_

Street Address, City, State, ZIP: \_\_\_\_\_

Description of object:

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How did you acquire? When? Where?

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Previous owners?

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Names, dates, location and/or anyone else who may have information about this object:

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Do you have any information about the manufacture of this object?

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Maker, where, when, materials, how used/purpose:

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Do you know of any changes made while in your care or previously?

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Do you have any other materials relating to this object: bill of sale/receipt, photos, letters, etc.? \_\_\_\_\_

If yes, would you be willing to donate originals or copies? \_\_\_\_\_

Has object been appraised? Can you provide a copy? \_\_\_\_\_

Has object been exhibited? If yes, when, and where? \_\_\_\_\_

Has object been mentioned or reproduced in any publication? When and where?

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Are you the copyright holder or, can you provide info for the copyright holder?

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Additional comments:

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Thank you for your time and effort in completing this form.