

PROPOSED ARTIFACT SUBMISSION FORM

Thank you for your interest making a donation or propose purchase of sale to the Embody Museum Collection. With the support of generous donors, the collection has been able to acquire a vast collection of artifacts, which are preserved for future generations to enjoy and learn about the significance of cultural awareness, preservation and historical tradition and heritage worldwide.

In order to assist us with our review of your proposed artifact, please fill out the form below and fully describe your proposed item with as much factual support (I.E Carbon Dating records, historical provenance, previous receipts). The museum takes very seriously our responsibility for the appropriate care of your item. Because of limited space and resources, not all artifacts submitted for consideration can be accepted into the collection. Please note that the museum cannot accept or be responsible for any item left in the custody of museum personnel without a prior written agreement from the museum and Director of Curation.

Thank you again for your consideration in making a permanent contribution to the Embody collection. Please submit the completed form and any supporting materials via email to: Admin@EmbodysMuseum.com

CONTACT INFORMATION

Name: _____ Date of Submission: _____

Phone: _____ Email: _____

Mailing Address: _____

Item is for Donation Offered for Sale / Purchase

Please mark all of the categories into which your proposed artifact best fits:

- Painting Pottery/Ceramics Sculpture/Wood Carving Book Jewelry Photograph Textile
- Tools Furniture Religious Item Technology/Medicine Historical Document Other (describe):

PROSPECTIVE DESCRIPTION

Please describe each item in depth (i.e. physical description, dimensions, history, condition, etc.). Please include all photography and copies of documents pertaining to provenance and authentication for each item.

PROSPECTIVE ACKNOWLEDGEMENT

I have read and understand the above statements, and I do hereby declare that I am lawful owner of the above listed item(s) and/or have legal authority to transfer ownership of the item(s) to the collection of Embody.

Prospective Donor Signature: _____ Date: _____

FOR STAFF USE ONLY

Received by: _____ **Date:** _____