

Certificate of Gift

Name of Donor: _____

Address: _____

Telephone: _____

Description of gift (Please list all items and give an identifying description and state any associated history):

Hennepin History Museum Accession Policy

1. Objects are to be accepted with as much documentation as possible. This includes information on origin, history, significance and identity.
2. No object may be accepted if there is a danger it was obtained by illicit or unethical means.
3. The title, given over to the Hennepin History Museum in this Certificate of Gift form, is to be free and clear. There are no restrictions on exhibition, loan or disposal. Because of the need to preserve objects from heat, ultraviolet light, dust and insects, no item may be prematurely exhibited.
4. Before accepting the item into the collections, the Hennepin History Museum must be reasonably certain that the offered object can be adequately stored, cared for and protected from fire, theft, vandalism, and natural disasters.
5. Objects left for study or later acquisition by the Hennepin History Museum are left at the owner's risk.
6. No Museum employee may give appraisals. Appraisals for tax purposes are the responsibility of the donor.
7. Museum accession records and objects currently not on display are available for public viewing by prior appointment. Such access is never available for information pertaining to the monetary value.

This property is hereby unconditionally donated, bestowed and set over to the Hennepin History Museum. The property described may be used or disposed of by the Hennepin History Museum at its discretion in perpetuity. I agree and comply with the policies stated on this form.

Signature of Donor: _____ Date: _____

Signature of Curator or representative: _____ Date: _____

Accession Number(HHM use only): _____