

Intent to Donate

Name: _____

Full Address: _____

Phone Number: _____ Email: _____

The item(s) listed below are offered to the Coos History Museum for its collection, pending approval by the Museum. The objects are **not** in the custody of the Museum; this form only indicates intent to donate materials still in the possession of the donor.

If the item(s) are determined to fit the current museum donation criteria, then staff will contact you about providing photos and/or delivering the item(s) to continue through the donation review process.

Description of Item(s)/ Condition of item(s): Please include any known quantity, color, measurements, identifying details, year of manufacture and attach any photographs (turn over if needed).

Object Information:

Original owner and your relationship to them: _____

How and when the item was acquired: _____

What is the connection to Coos County and/or Oregon's South Coast area: _____

I am the owner of the item(s) listed above and I am interested in:

_____ Donating item(s) to the collection

_____ Loaning item(s) to Coos History Museum

Signature: _____

Date: _____

Note: The described item(s) are **not** to be left at the museum at this time. Any person who leaves item(s) at the museum in contravention of this instruction waives any right to redress should such item(s) be misplaced, damaged, lost, sold, destroyed or disposed of in any other manner.

For Museum Use Only:

Museum Contact: _____ Decision/Accession #: _____