



### Donation of Artifacts Questionnaire

Thank you for your interest in donating to the Phoebe A. Hearst Museum of Anthropology. In order to assist the Director in making an informed decision about accepting the artifacts you may wish to donate, we ask that you fill out this questionnaire.

Once you return the questionnaire, the Director will circulate it among Museum curators and staff to determine whether the artifacts complement our collecting mission and whether we have the space to properly care for the items. Please be aware that curatorial decisions made during cataloging of new collections may also result in a few objects being deemed more appropriate for use in our education department or to be offered for sale to benefit the museum. This process may take up to two months to complete.

Due to conflict of interest laws, the Museum may not provide an appraised value for donated artifacts. If a value is needed for tax purposes, a donor must consult an independent appraiser to obtain an appraisal of value. For your convenience, we have included a list of local professional appraisers and the national organization of appraisers on page four. The Museum is in no way affiliated with these organizations or individuals.

\*\*Please note that the Museum is bound by international antiquities laws in accepting donations of artifacts. We will only consider accepting foreign antiquities that have documentation indicating that they were exported from their country of origin prior to the 1972 UNESCO Convention on the Protection of the World Cultural and Natural Heritage. Proof of such documentation will be needed before the acquisition review process can be initiated. Thank you.

Date: \_\_\_\_\_

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

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number & Email Address: \_\_\_\_\_

\_\_\_\_\_

How did you learn of the Hearst Museum? \_\_\_\_\_

\_\_\_\_\_

Continued on next page ⇨ ⇨ ⇨

Number of objects you wish to donate: \_\_\_\_\_

Brief description of object(s) including materials and measurements: \_\_\_\_\_

---

---

---

---

---

---

---

---

Condition of object(s): \_\_\_\_\_

---

---

---

---

When were objects acquired? \_\_\_\_\_

---

---

How or from whom were objects acquired? \_\_\_\_\_

---

---

---

---

Continued on next page ⇨ ⇨⇨

What kind of documentation is available? (letters, diaries, notes, etc. – please enclose photographs if possible)

---



---



---

Any other comments regarding your artifacts or the acquisition review process:

---



---



---

The Museum accepts a stewardship responsibility for donated objects which creates a financial obligation in perpetuity. Funds from private donors must be solicited to augment the Museum's university budget allocation to meet our mission. Will a financial contribution be available to assist the museum with the care of these objects?

YES \_\_\_\_ NO \_\_\_\_

Thank you again for considering the Hearst Museum for your donation. Should you have any questions, please feel free to contact **Joan Knudsen, PAHMA Registrar** at **(510) 643-6390**. Mail your completed questionnaire to:

PAHMA Registrar  
 Hearst Museum  
 University of California, Berkeley  
 103 Kroeber Hall, MC 3712  
 Berkeley, CA 94720-3712

## Appraisals and Identification of Artifacts

Due to legal liabilities, the Hearst Museum is not able to provide identification services. Similarly, due to conflict of interest laws, we are not able to provide appraisals of artifacts. Below is a list of local professional appraisers and the national organization of appraisers who may be able to assist you. The Hearst Museum is in no way affiliated with these organizations or individuals; the list is provided only as a convenience to you.

### **American Society of Appraisers**

P.O. Box 17265  
 Washington, D.C. 20041  
 1-800-ASA-VALU (272-8258)  
 Fax (703) 742-8471  
 San Francisco Office (415) 905-6270

### **Bonhams & Butterfield**

Fine Art Auctioneers & Appraisers since 1865  
 220 San Bruno Avenue  
 San Francisco, CA 94103  
 Phone (415) 861-7500  
 Fax (415) 861-8951

### **For African, Pre-Columbian, Oceanic, and American Indian Objects:**

Primitive Arts  
 Laurent Bermudez  
 P.O. Box 7543  
 Berkeley, CA 94707  
 (510) 524-3490