

**ARIZONA HISTORICAL SOCIETY**  
**Natural History Collections**

**Individual Donor Questionnaire**

*Museums: Do not use this form. Please contact Madison Barkley, Curator of AHS Natural History Collections, [mbarkley@azhs.gov](mailto:mbarkley@azhs.gov) for more information about transfers and exchanges.*

**Please answer as many questions as you are able to.**

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

Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

How long have you owned this/these object(s)? \_\_\_\_\_

How did you acquire it?     Purchase     Inheritance     Gift     Found     Excavated/Mined

Other: \_\_\_\_\_

From whom did you acquire it? \_\_\_\_\_

Relationship: \_\_\_\_\_

When did you acquire it? \_\_\_\_\_

Were there any previous owners?  Y  N

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

Where Lived: \_\_\_\_\_

Occupation: \_\_\_\_\_

Collector: \_\_\_\_\_ Date Collected: \_\_\_\_\_

Where Collected:

Country: \_\_\_\_\_ State: \_\_\_\_\_ County: \_\_\_\_\_

Nearest Town: \_\_\_\_\_

Area/District: \_\_\_\_\_ Mine: \_\_\_\_\_

Special History: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If donating more than one item please include a detailed object list. Please include the following where applicable:

- Who made it?
- Where Made/Purchased?
- When Made/Purchased?
- What materials is it made of?
- How was it used?
- Who used it?
- Where was it used?
- When was it used?
- Are you sure of its identity?
- Did you perform any repairs or make any changes to it while it was in your care?
- Was the object ever altered, broken, and/or repaired?

Are there any documents (such as photographs, letters, bill of sale, maker's notes, newspaper articles) related to the object that you would like to include with the donation, or allow the museum to copy? Y N

Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To be completed by AHS Natural History Collections staff.

**EVALUATION**

| Yes | Maybe | No |   |
|-----|-------|----|---|
|     |       |    | Does the acquisition specifically apply to AHS-NH?                            |
|     |       |    | Does AHS-NH already possess similar items?                                    |
|     |       |    | Is the acquisition needed by AHS-NH?  |
|     |       |    | Will the acquisition be used in the next 5 years?                             |
|     |       |    | Does the object serve the mission and goals of AHS-NH?                        |
|     |       |    | Is it likely that the objects and associated data would be used for research? |
|     |       |    | Is it likely that the objects would be used for teaching?                     |
|     |       |    | Is it likely that the objects would be used for exhibition?                   |
|     |       |    | Does AHS-NH want all parts of the acquisition?                                |
|     |       |    | Is the AHS-NH possession of the acquisition totally legal?                    |
|     |       |    | Is the AHS-NH possession of the acquisition totally ethical?                  |
|     |       |    | Are resources available for management and care of the acquisition?           |
|     |       |    | Does the acquisition have any special preservation requirements?              |
|     |       |    | Would this item be more appropriate for another AHS Collecting Division?      |

AHS-NH Representative: \_\_\_\_\_

Title: \_\_\_\_\_

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