

## TEMPORARY COLLECTIONS MORATORIUM THROUGH JUNE 30, 2019

**Thank you for your interest in donating an artifact into the collections of Besser Museum for Northeast Michigan!**

At this time, the Besser Museum is generally not accepting gifts into its collections. A temporary moratorium is in place until June 30, 2019 to allow museum staff to perform a full assessment of the museum's collections. At the conclusion of this assessment, the Besser Museum will have a clear understanding of its collecting needs and goals.

### Limited Exceptions

We invite you to complete the [Application for Consideration for the Permanent Collection](#), so that your artifacts may be considered for addition into the Besser Museum's collections in 2019. There are instructions included within the application regarding where the application should be sent. In very limited instances, for artifacts of significant historical importance, exceptions to the collections moratorium may be made.

### Donation Alternatives

If you are looking to donate your objects immediately, we recommend that you contact another museum or historical society. Information on other organizations within Michigan can be found on the Historical Society of Michigan website (<http://hsmichigan.org/resources/local-historical-organizations/>). The Besser Museum does not endorse one organization over another.

### Questions?

Please do not hesitate to contact the Collections Manager, Maggie Malone, with any questions you may have regarding this temporary moratorium.



491 Johnson St. Alpena, MI 49707 \* (989) 356-2202  
bessermuseum.org

July 5, 2018

Dear,

Thank you for your interest in donating your artifact to the Besser Museum! We are currently undergoing reaccreditation with the American Alliance of Museums and are beginning to perform a wide-scale inventory of our collections. This has put a temporary moratorium on collecting. Between now and June 30, 2019, while the moratorium is in place, the Besser Museum is accepting applications for the permanent collections. Applications that are submitted during the moratorium will be processed by December 2019.

Please complete the enclosed Application for Consideration for the Permanent Collections. The information you provide through this application will be very beneficial for the Collections Committee. Information associated with donations, like yours, is an important part of the historical record and will be valued by scholars and other interested persons in the years to come.

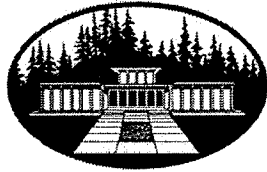
If you were hoping for a more immediate home for your artifact, information on other organizations within Michigan can be found on the Historical Society of Michigan website:  
<http://hsmichigan.org/resources/local-historical-organizations/>.

If you have any questions please contact me via email at [collections@bessermuseum.org](mailto:collections@bessermuseum.org) or by calling 989/340-6541. We appreciate your generosity and hope that we may continue to merit both your interest and support.

Sincerely,

Maggie Malone  
Collections Manager

Encl: Application for Consideration for the Permanent Collections



**BESSER**  
**MUSEUM**  
*for Northeast Michigan*  
**ART • HISTORY • SCIENCE**

491 Johnson St. Alpena, MI 49707 \* (989) 356-2202  
bessermuseum.org

**Application for Consideration for the Permanent Collections**

**Contact Information**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Telephone Number: \_\_\_\_\_ Secondary Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Artifact Information**

*(Note: Additional applications may be required if you are considering donating multiple objects.)*

1. Artifact Type (e.g. day dress, scythe, atlatl): \_\_\_\_\_

2. Artifact Description & History (e.g. key characteristics, manufacturer, date made, date used, history of use/ownership, condition, etc. Please use additional page at the end of the document, if more space is needed):

3. Dimensions: \_\_\_\_\_ High \_\_\_\_\_ Wide \_\_\_\_\_ Deep Other: \_\_\_\_\_

4. Photos of the artifact are attached:  Yes  No

5. Do you have a photograph of yourself or another using this artifact?  Yes  No

6. In your opinion, what story does this artifact tell?

7. Where was this artifact used? (choose the most relevant):

- Alcona County     Alpena County     Arenac County     Cheboygan County  
 Chippewa Co.     Crawford Co.     Iosco County     Luce County  
 Mackinac Co.     Montmorency Co.     Ogemaw County     Oscoda County  
 Otsego County     Presque Isle Co.     Roscommon Co.     Michigan  
 United States     Canada     Other: \_\_\_\_\_

8. What is this artifact's historical significance?

9. Why do you believe that this artifact should be given to a museum and made available to the public?

### Philanthropic Support

Accessioning an artifact into a museum's collection carries with it real costs for the institution. These costs include, but are not limited to, appropriate storage boxes or containers, conservation, staff time relating to researching, cataloging, and accessioning the artifact, as well as the ongoing care and maintenance of the object. Are you willing to discuss giving the Besser Museum for Northeast Michigan a monetary gift with your donation to defray these costs and/or endow the collection?     Yes     No

## Collections Moratorium

A temporary collections moratorium is in place at the Besser Museum for Northeast Michigan until June 30, 2019. This application will be retained on file until the conclusion of that moratorium. You will be contacted between August 1, 2019 and December 31, 2019 with a response to this application.

## Submission of Application

Please submit this application to Maggie Malone, Collections Manager, via e-mail at [collections@bessermuseum.org](mailto:collections@bessermuseum.org) or by mail to 491 Johnson St, Alpena, MI 49707. A digital copy of this application, submitted via e-mail with digital photos attached is highly preferred.

## Title to Artifact

The undersigned warrants and represents that he/she owns the artifact in question, free of the claims of others, and possesses the full authority to donate or otherwise dispose of the artifact.

## Submitted by:

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

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

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

Business/Estate: \_\_\_\_\_

Business/Estate: \_\_\_\_\_

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

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

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## Besser Museum Staff Use Only

## Received by:

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

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

Application is:  Accepted  Declined Date: \_\_\_\_\_

Reason: \_\_\_\_\_

## Response sent to prospective donor:

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

2. Artifact Description & History (e.g. key characteristics, manufacturer, date made, date used, history of use/ownership, condition, etc.) **[Continued from Page 1]**