



## DONOR QUESTIONNAIRE

Thank you for your interest in donating to the Napa Valley Museum. In order to assist the Acquisitions Committee in making an informed decision about accepting the artifact(s) you may wish to donate, we ask that you fill out this questionnaire. Please also include photographs of the object(s) and any additional information you feel is relevant.

Once you return the questionnaire, the Acquisition Committee will determine whether the artifact(s) complement our collecting mission and whether we have the space to properly care for the items(s). 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.

\*Please note that the Museum will not willfully accept item(s) which are known to have been illegally collected in the United States contrary to state law, federal law, regulation, treaty or convention. The Museum shall refuse to acquire objects and material where there is cause to believe that their collection involved needless destruction of historic sites, buildings, habitats and objects, or the intentional killing of plants and animals belonging to threatened or endangered species. Thank you.

**NVM Collecting Focus:** *The Museum actively collects objects in the following general areas:*

- **Human History** – objects relating to the material culture of the Napa Valley, including ethnological/archaeological artifacts of native people, folk culture materials of the traditional daily lives of the population of the Valley, and historical artifacts which illuminate the social/economic history of the people of Napa from early settlement to the present day.
  - **Art** – both historical and contemporary with special reference to artists who live or have lived in the Napa Valley or used the Napa Valley as subject for their art.
  - **Science and Technology** – includes artifacts relating to transportation, agriculture, viticulture, wine making, industrial technology, mining and other similarly significant areas in the development of the Napa Valley.
  - **Natural Sciences** – examples of geology and biological material representative of the flora and fauna of the Napa Valley.
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Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

How did you learn of the Napa Valley Museum?

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Number of object(s) you wish to donate: \_\_\_\_\_

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

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

When were object(s) acquired:

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How or from whom were object(s) acquired?

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What kind of documentation is available? (letters, diaries, notes, photographs, etc.)

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Any other comments regarding your artifact(s) or the acquisition review process:

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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 budget 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 Napa Valley Museum for your donation. Should you have any questions, please feel free to contact us at (707) 944-0500 x113. Please send your completed questionnaire and photographs to:

Attn: Collections Manager  
Napa Valley Museum  
P.O. Box 3567  
Yountville, CA 94599  
[Collections@NapaValleyMuseum.org](mailto:Collections@NapaValleyMuseum.org)

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