

DONOR/TRANSFEROR INFORMATION:

Name: _____

Institution of Affiliation, if applicable: _____

Address: _____

Phone: _____ Email: _____

DESCRIPTION OF SPECIMENS/ARTIFACTS (please use a continuation sheet as needed):

Description and quantity: _____

Country of origin: _____

Original date of collection/manufacture: _____

Provenance / Ownership History (please list names and dates of previous ownership or transactions):

DOCUMENTATION

Please initial below to confirm acknowledgement:

The undersigned certifies that the specimens/artifacts were lawfully collected, purchased, or otherwise obtained under applicable local, state, and federal law, in their country of origin. ____ (*initial*)

If the specimens/artifacts were exported from the country of origin and imported into the United States of America, the undersigned additionally certifies that they were lawfully exported and imported. Attach copies of all relevant documentation (collecting and transport permits, sales receipts, etc.). ____ (*initial*)

If such documentation is **not** available, please explain the circumstances of the collection and export/import (if applicable), and the reasons for the lack of documentation:

By signing below, donor/transferor confirms that all information provided herein is true and correct to the best of their knowledge, and that they own all right, title and interest in and to the specimens/artifacts, with full authority to make a transfer, free of restrictions or the consent of any other party. Upon the Museum's dual countersignature below, donor/transferor irrevocably transfers ownership of the specimens/artifacts described above to the Museum.

Donor/Transferor's Signature: _____ Date: _____

All documentation, and transfers without documentation, will be subject to further review and inquiry by the Museum. This form and associated documentation must be submitted to the Museum and evaluated by the appropriate Curator and the Office of the Registrar before arrangements are made to deliver specimens or artifacts to the Museum. Submission of this form does not indicate acceptance of any restrictions or final acceptance of transfer. If the acquisition is approved, the donor/transferor will be notified in order to schedule delivery. Signatures of the Curator and Registrar are required to approve the acquisition and to accession the specimens or artifacts into the Museum's collection.

TO BE COMPLETED FOLLOWING REVIEW BY MUSEUM:

The undersigned Museum Curator submits this accession for review by the Museum Registrar for compliance with Museum policies and all legal requirements:

Museum Curator's Name: _____

Museum Curator's Signature: _____ Date: _____

Division / Department: _____

Acquisition Type: Gift Exchange Purchase

Anticipated Date of Delivery of Specimen(s)/Artifact(s) to the Museum: _____

The undersigned Museum Registrar hereby accepts the transfer and confirms date of accession:

Museum Registrar's Signature: _____

Date of Accession: _____

Museum Accession Number: _____

The American Museum of Natural History represents that it is chartered as an educational corporation of the State of New York, tax exempt under Code Section 501(c)(3) as a publicly supported, not-for-profit corporation, and qualified to receive tax-deductible gifts under Code Section 170. If this transfer is described above as a Gift, then it is the intent of the parties that this instrument qualifies for federal income, gift, and estate tax deductions under Code Sections 170, 2055, and 2522, and the Museum confirms it has provided no goods or services to the donor in exchange for the specimens/artifacts. This instrument may be signed in counterpart originals. The laws of the State of New York shall govern this instrument.