



# OBJECT DONATION FORM

Please provide as many details as possible about the item/s you would like to donate.

Name:	
Address:	
Postcode:	
Email:	Phone:

## 1. ITEMS OFFERED

Please describe and list the item(s) including name of the manufacturer, author or creator .

## 2. HISTORY OF ITEM/S

What can you tell us about the origins of the item(s), for example who owned or used it, personal stories or events associated with it, etc.



### 3. CONDITION

Briefly describe the condition of the item(s), for example, tears, mould, water damage, etc.

### 4. HOW YOU ACQUIRED THE ITEM/S

Can you tell us how you came to be in possession of the item(s). If purchased, note where from.

### 5. ARE YOU THE OWNER OF THE ITEM/S?      YES      -      NO

If no, please tell us who the owner is.

### 6. ADDITIONAL INFORMATION YOU WOULD LIKE TO SHARE.



AND FINALLY, PLEASE ATTACH OR SEND PHOTOGRAPHS OF EACH ITEM/S AND ANY SUPPORTING DOCUMENTS RELATED TO THEM.

SENDING BY EMAIL: [ACQUISITIONS@ROYALNAVYMUSEUMS.ORG.UK](mailto:ACQUISITIONS@ROYALNAVYMUSEUMS.ORG.UK)

SENDING BY POST:

COLLECTIONS & RESEARCH TEAM

ROYAL NAVY MUSEUMS

HM NAVAL BASE (PP66)

PORTSMOUTH, PO1 3NH

OFFICE USE ONLY:

Ref No:

Review Date:

Decision Response Sent: