

MISSISSIPPI
ARMED★FORCES
MUSEUM
CAMP SHELBY

To Prospective Donors to the Museum's Collection:

Thank you for your interest in contributing to the museum. The Mississippi Armed Forces Museum maintains a collection of 19th, 20th and 21st century objects and equipment with emphasis on the military service of Mississippians and items related to units and individuals who trained at Camp Shelby and other military installations in the State of Mississippi. The museum also maintains extensive archival and photographic holdings relating to its mission.

We place materials donated by individuals in one of two collections. The Permanent Collection contains significant items that merit perpetual care and professional preservation standards. The Education/Interpretive Collection contains reproductions and other expendable items for research and educational purposes. If you feel your donation may enhance one of these collections, please become familiar with the policies and procedures outlined below and submit the attached Offer of Donation form to the museum for consideration.

If we determine that your offer may meet our needs, we will notify you and arrange to have the material sent or brought to us. We will then evaluate your offer using the criteria below.

The museum is limited to acquiring only items that meet the following criteria:

- Items must be relevant to and consistent with the mission of the museum.
- Items acquired must fill an actual or forecasted need of the museum story line or development plan.
- Adequate care and storage facilities, in addition to a properly trained museum staff, must be available to maintain items in keeping with professionally accepted standards.
- The museum and its staff must be sensitive to and fully comply with State, Federal and international laws and regulations governing the acquisition, sale and transfer of cultural properties.
- The museum must obtain free and clear title to all items acquired without restrictions as to use or future disposition. (Once accepted, a donated item may not be returned to the donor.)
- The museum must receive reasonable assurances that the present owner has a clear and verifiable title of ownership to each item proffered to the museum for acquisition and has obtained the item legally and ethically. (The donor of an item accepted by the museum signs a Deed of Gift that transfers permanent ownership of the property to the museum.)

It will assist us greatly in making our evaluation if you can provide us with any documentation, photographs or other information on the chain of ownership and the historical significance of your donation or its specific relation to the State of Mississippi.

Please understand that we cannot accept physical custody of your items unless we request them.

We appreciate your support of the museum and its mission to honor American service personnel from Mississippi and those that trained in this State in preparation for war.

Thank You

MISSISSIPPI
ARMED★FORCES
MUSEUM
CAMP SHELBY

Offer of Donation

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ (H) _____ (W) _____ (C)

Email: _____

In the space below, please write a complete description of each item you wish to donate to the Mississippi Armed Forces Museum. The back of this form and additional pages may be used if necessary. Please include any background and ownership information on the items and their significance to the history of Mississippi. Also, please attach photographs if available. *Please do not send the item(s) to the Museum until requested by staff.*

Item(s) and Description:

I make this offer with the understanding that the Museum is under no obligation to accept this donation.

Signature: _____ Date: _____