



DONATION POLICY

Donation Offers

The History Center collects artifacts, papers, images, and publications that support its mission of preserving Oneida County heritage. We use these items to tell the story of our region's people, places, activities, and events.

The following criteria guide our collecting:

- Offered items must be relevant to our mission of preserving local history
- The History Center must be able to provide adequate care for an item or collection
- We do not purchase items for the collection, except in extremely rare circumstances

The History Center does not accept:

- Duplicate items, such as the third, fourth or fifth copy of a county history book
- Conditional donation offers—i.e., providing assurance that an artifact will be permanently displayed
- Materials that may constitute a threat to our collections such as explosives, chemicals, or those with active mold/pest infestations

Please note:

- Only the History Center staff can accept or decline donation offers. Trustees and volunteers may discuss items with prospective donors, but do not have the authority to accept items for the collection.
- The donor transfers all rights of ownership, including copyright, to the Oneida County History Center once a donation is accepted.

If you have an item or collection that you would like to donate, please contact either Executive Director Brian Howard or Community Outreach Coordinator Rebecca McLain at 315-735-3642. Thank you!



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**Current as of
September 2018**