

ACQUISITION POLICY

Adopted August 2010, Revised 2012



As we begin in earnest, the Museum Committee of the Senoia Area Historical Society establishes a written collections plan.

The Museum is a work in progress. As we move forward, we will discover our strengths and weaknesses, determine the scope of our research and collection, and ascertain our ability to store, conserve, and display objects.

To that end, we adopt certain broad and general guidelines that will aid us in our endeavors. We will continue to amend and add to these guidelines as we deem necessary.

1. Any object accepted by the Senoia Area Historical Society must have originated in the Senoia area. Provenance of the object (*explanation of basic facts about the item such as origin, historical reference to our area, and condition of item*) should be submitted in the form of a letter or e-mail and photo is possible, and estimated value of the object should be determined by the donor.
2. The Acquisition Committee will consist of core members of the Museum Committee and one Executive Board member. Majority rules. This committee will meet when necessary and will not place a monetary value on the item.
3. All acquisitions will become the sole property of the Senoia Area Historical Society as indicated on the Certificate of Gift. All acquisitions are dependent upon committee review and physical space in the museum.
4. After review by the Acquisition Committee, a response letter indicating acceptance or decline, and a Certificate of Gift for signature, shall be sent to the prospective donor.
5. Items already in the possession of the Senoia Area Historical Society will be considered “grandfathered”. The Society will do its best to research these items for provenance.
6. Further additions and amendments will follow per committee direction.