

Historical Foundation of Hillsborough and Orange County

Orange County Historical Museum

201 N. Churton St.

Hillsborough, NC 27278

(919) 732-2201

ACQUISITION INFORMATION FOR POTENTIAL DONORS

Authority

The Executive Director of the Orange County Historical Museum and authorized Directors of the may accept for transfer into the museum's collections materials from private sources that are deemed to be appropriate for the museum's purposes, interests, and research needs, and based upon the museum's ability to house and preserve the proposed gift.

Definition

The Orange County Historical Museum is interested in various formats of materials that include but are not limited to: artifacts, books, manuscripts, photographs, and clothing.

Purpose

The purpose of the Orange County Historical Museum's acquisition policy statement is to provide guidelines and criteria in order to clarify and implement the museum's collection objectives.

Objectives

The specific objectives of acquisition donations made to the Orange County Historical Museum:

1. Collecting artifacts and other materials relevant to the cultural history of Orange County.
2. Items will only be accepted if the museum can properly store, catalog, preserve, and protect, by applying professional techniques.

Selection Criteria

Regarding the accessioning of donation(s), the Orange County Historical Museum must take into account the following:

1. **Value:** if the item(s) is unique; will the item(s) be of use to the museum in terms of research and education through exhibits; age; physical condition; adequate in its own identification.
2. **Cost:** storage availability; processing; preservation.
3. **Donor:** The donor willing transfer the property completely, giving all rights to the Orange County Historical Museum, which in turn will give the authority to the museum in the areas concerning preservation, access, research, and exhibits.

Donation

If you wish to make a donation, please telephone or e-mail ahead of time since all donations must only be accepted by the Executive Director or Collections Committee Chairperson. Final approval for acquisition is determined by the Collections Committee and/or the Board of Directors of the Historical Foundation of Hillsborough and Orange County.

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