

St Osyth Museum / St Osyth Historical Society

Conditions of deposit – SOHS 2

for Documents, Artifacts and Biofacts (referred to below as items).

GENERAL SUMMARY

The Use of the term St Osyth Museum below refers to both the St Osyth Museum and the St Osyth Historical Society.

Owing to space issues we regret we are unable to accept all donations offered. Donated items are accepted subject to the St Osyth Museum's Acquisitions Policy Summary (below) and St Osyth Museum's Collection Policy (Separate document).

Although all reasonable efforts will be taken to protect and preserve all donated items, the Museum cannot take responsibility for the loss, damage to, or deterioration of items.

All donated items are held "in trust" by St Osyth Museum on behalf of people living in the Parish of St Osyth.

Items given or sold to St Osyth Museum by the legal owner (or a person acting on the owners behalf) transfers to St Osyth Museum the absolute ownership of the item(s) including any rights of reproduction or copyright held by the owner. The owner will transfer all title to the goods to the St Osyth Museum unless entered as a loan.

The Museum's governing body, officers or employees cannot accept any responsibility for an opinion expressed on the value or origins of an item submitted for examination or donation. Should the value be considered important then an independent valuation should be obtained by the donator from a qualified expert in the relevant field.

The Museum reserves the right to transfer any donated item to another museum without notice when in the opinion of the St Osyth Museum the item will benefit from improved storage conditions or specialist preservation techniques or is desired for a relevant exhibition.

The Museum reserves the right to loan out to other Museums relevant donated item(s) when the St Osyth Museum's Governing Body is satisfied the receiving Museum is in a position to use, protect, store and display the item(s) safely and appropriately.

Acquisitions Policy

Donated items which will be accepted will have at least one of the following::

- 1) A strong connection to St Osyth Parish
- 2) A strong link to the history of St Osyth
- 3) A strong link to persons from or affecting the history of St Osyth
- 4) A strong link to important events influencing the history of St Osyth.
- 5) Be of value supporting the educational work of St Osyth Museum.
- 6) Be of such size that the Museum can accommodate the item(s).

The final decision on acceptance is made by is made by The Museum Governing Body on behalf of the St Osyth Museum and St Osyth Historical Society.