

Donation/Gift Receipt of Archival or Artifact Materials

Buffalo County Historical Society/Trails & Rails Museum

physical address: 710 W. 11th St., Kearney, NE 68845
www.bchs.us

mailing address: PO Box 523, Kearney, NE 68848
bchs.us@hotmail.com (308) 234-3041

This is to acknowledge receipt of the items listed below by Buffalo County Historical Society:

Donor Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Main phone number: _____ Other #: _____

E-mail address: _____

The items listed below are left in the custody of Buffalo County Historical Society to be considered as
(Donor: Please initial your choice):

Please note: The Society reserves the right to keep, lend, or otherwise dispose of all accepted items.

_____ An unconditional donation.

_____ For other. Please specify: _____

* Disposition if *not* accepted by committee (Donor: Please initial your choice):

_____ Source will pick up _____ Please dispose of or destroy _____ May be sold/donated to benefit BCHS

* Items and Descriptions (please use reverse side or additional paper, if necessary)

For office use only

1. _____ Acq. Ed. Use Arch. Decl.

2. _____ Acq. Ed. Use Arch. Decl.

3. _____ Acq. Ed. Use Arch. Decl.

4. _____ Acq. Ed. Use Arch. Decl.

5. _____ Acq. Ed. Use Arch. Decl.

6. _____ Acq. Ed. Use Arch. Decl.

7. _____ Acq. Ed. Use Arch. Decl.

I certify that I am the owner or agent for the owner and I hereby give, grant, and convey these items described above to the Buffalo County Historical Society to be administered in accordance with its established policies.

The donor warrants that no others own copyrights to these materials. All copyrights to the items possessed by the owner are hereby transferred to the Buffalo County Historical Society.

The Society reserves the right to keep, lend, or otherwise dispose of all accepted items.

Received from: _____ (Date) _____
(Donor's Signature)

Received by: _____ (Date) _____
(BCHS representative's signature)

For office use only: _____ Date committee met: _____
_____ Original copy _____ Acquisition copy _____ Educ. Use copy _____ Archive copy _____ Donor's copy _____ other (please note)

Donor contacted on _____ (date) via _____ phone, _____ email, or _____ letter.

If accepted as acquisition, please note the assigned accession # here: _____

If declined, please note date/process of removal of item from Trails & Rails Museum grounds: _____