

Town Hall 1-2 Guildhall St, Folkestone CT20 1DY

Telephone: 01303 257946

Email: museum@folkestone-tc.gov.uk

POTENTIAL OBJECT DONATION FORM

STATEMENT OF PURPOSE

Folkestone Museum* collects and preserves objects which record the history of the area that is now the Borough of Folkestone, making them accessible to a wide audience through exhibitions, events, activities, education programmes, publications and web pages. The Museum fosters a strong sense of community identity and pride in the achievements of local people, providing a wide range of opportunities for engagement in its work through volunteering, research projects and other activities.

Thank you for considering making an object donation to Folkestone Museum.

Please refer to the terms and conditions of donation/FAQs detailed overleaf before completing the form.

As the Museum has limited storage space for its Collections, any potential object donation must be considered and accepted by the Collections & Exhibitions Team first.

Any object offered to the Museum must also fulfil the following criteria:

- 1. Evidence of being found, made or used in Folkestone or within the wider boundaries of Folkestone & Hythe District Council
- 2. Accompanied by supporting information, e.g. photographs or receipts
- 3. Size, weight and condition will be taken into consideration

Prior to taking objects into the Museum's Collections, we need to record the following information. With this information the Collections & Exhibitions Team will be able to make an assessment.

Please fill out this form with as much detail about your object(s) as you can, attaching photographs if possible:

^{*}Folkestone Museum is wholly owned and operated by Folkestone Town Council

INFORMATION ABOUT YOUR OBJECT

Brief Description of Object	
Size in centimetres	
(height x width x depth OR diameter)	
What is it made of?	
Noticeable damage or deterioration	
Distinguishing Marks	
(e.g. maker's mark (if any))	
Age	
(approximate if unknown)	
Historical Information	
Related to Object	
(where was it made/used, and by	
whom, if known)	
Any Other Information	
(e.g. receipts, photographs)	
YOUR DETAILS*	
1 -11 -	ename: Surname:
Address:	
T. I	
Telephone: Daytime: ()	Evening: ()
Email:	
Date:	
I haraby affer the items described above to Falkestone Museum/Falkestone Town Council with regard to the	
I hereby offer the items described above to Folkestone Museum/Folkestone Town Council with regard to the	
terms above.	
Signature:	
Signature:	
*Data Protection - Personal information is for the use of Folkestone Museum only and will not be disclosed	
to third parties? except where the donated items are disposed of to an accredited museum?	
to third parties. except where the donated items are disposed of to all accredited museum:	

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