



Oklahoma Historical Society

Acquisition Inquiry Form

Please use this form to tell us about potential objects for donation to the Oklahoma Historical Society (OHS), including artifacts, textiles, and art. Email the completed form and photographs of the items to historycentercollections@history.ok.gov.

(If you wish to donate paper items—books, documents, maps, and photographs—or film or audio recordings, please use the [Research Division guidelines and forms](#).)

Donor name: _____

Would you like to:

Donate item(s) to OHS

Sell item(s) to OHS. If so, please list your selling price: \$_____

The OHS occasionally purchases items for the collections, but funding is limited and dependent on availability.

Number of items: _____

Name/Title of item(s): _____

Are you the legal owner of the item(s)? _____

How did you acquire the item(s)?

Purchase

Inheritance

Gift

Found

Other (please describe): _____

What year was item(s) made? _____

Who made the item(s)? _____

What material are the item(s) made of?

Briefly describe the item(s):

Overall Dimensions

Height: _____

Length: _____

Width: _____

Diameter: _____

Depth: _____

Weight (if known): _____

History of the item(s):

Historical Context

How was the item used?

Who used it? _____

Where and when was it used? _____

Were there any repairs to the item while it was in your care?

Do you have any documentation to accompany the item? _____

If the item is tribal, do you know the tribal affiliation? _____

If the item is tribal, is it considered sacred? _____

Additional notes regarding tribal aspects:

Please share any additional information about item(s) you wish to include:

PLEASE READ BEFORE SIGNING

This acquisition inquiry form is not a gift agreement and does not act as a contract between the Oklahoma Historical Society and the possible donor. The use of this form is to inquire about possible donations for the Oklahoma Historical Society, and no agreement or promise is made regarding the acquisition of the item(s) noted above. All acquisition inquiries are subject to approval by the Oklahoma Historical Society collections staff and collection committee. The Oklahoma Historical Society reserves the right to reject items for any reason.

Please attach photographs to this inquiry form (forms without photographs will automatically be rejected).

I hereby certify that the above information is true to the best of my knowledge:

Signature: _____

Date: _____