



COLLECTION APPLICATION – LIBRARY & ARCHIVES

Please include pictures of the items(s) along with your application.

Please do not bring in the item(s) until you have been contacted by one of the members from the Museum for further instruction. If you have any questions, please contact the museum at 470-239-0199.

Please send this completed form and photos to:

Miles Through Time 3651 Peachtree Pkwy Ste. E206 Suwanee, GA 30024
sean@milesthroughtime.com

Contact Information

Name: _____ Date: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

Collection Information

Is this to be a LOAN or a DONATION to the Miles Through Time? (*please mark ONE*)

Are you willing to transport the item(s) to the Museum if accepted? Yes No

Please tell us how you came to have this/these item(s):

Purchased Inherited Found Received as gift Other _____

When, where, and how did you acquire this/these item(s)? _____

Item(s) Information

Please list the quantity of each unique item and any associated dates. If a publication, please also list the title, author and/or publisher. Please include additional pages if needed.



What are the dimensions of this/these item(s)? LxWxH, or total volume (in inches or linear feet)

What materials make up this/these item(s)? Specify if laminated, framed, or sleeved

Condition (**please include clear photos along with your application**): _____

Are you transferring full property rights, literary rights, and copyrights of this/these object(s)?

Yes

No

Detailed Description

If you know anything about your donation's history, please tell us. Names and locations of previous owners and their relationships to you, where the item(s) was/were created and for what purpose, etc. Feel free to use the back or an additional page.
