



# MILES through TIME

WHERE THE PEDAL MEETS THE PAST

## COLLECTION APPLICATION – LIBRARY & ARCHIVES, DIGITAL

Please do not bring in the item(s) until you have been contacted by one of the members from the Miles Through Time Automotive Museum for further instruction.

Someone from the museum will follow up if necessary information is missing from this application. Insufficiently completed applications will not be considered.

**Please send this completed form 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 Gilmore Car Museum? (*please mark ONE*)

**Item(s) Information**

How is this data currently stored? Personal hard drive, external hard drive, thumb drive, on the cloud, etc. If stored on the cloud, please describe the platform and access permissions. If *unique* data is stored in more than one place, please list all storage platforms and describe how many GB of data are on each.

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How do you plan to transfer the material to the museum if accepted? If unsure, please consult with the museum’s archivist. \_\_\_\_\_

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

Purchased    Inherited    Found    Received as gift    Created    Other

If Other, please specify: \_\_\_\_\_

Please describe when, where, and how you acquired this/these item(s)? \_\_\_\_\_

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**MILES through TIME**

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Please provide a directory list that shows any folder structure(s) and each file as an attachment.

For each file please describe the file format, volume and creation date. You may include additional pages and/or attachments if needed.

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Please provide the total quantity of each unique item. Please also provide the total number of each unique file format. You may include additional pages and/or attachments if needed.

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Can all files be opened? If no, please list all such files and associated error messages. You may include additional pages and/or attachments if needed. \_\_\_\_\_

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Do any files require specific software programs to properly render? If so, what are the software programs needed? Be sure to include versions. You may include additional pages and/or attachments if needed. \_\_\_\_\_

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Does your donation include images? [  ] Yes [  ] No

If yes, please attach thumbnails of images included in your offer. A screenshot is ok.

If yes, please include each image's resolution, or DPI (dots per inch). You may include additional pages and/or attachments if needed. \_\_\_\_\_

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Please provide all known original creator information. If there are multiple creators for disparate files in the collection, please list all known creators with the individual items they created. You may include additional pages and/or attachments if needed. \_\_\_\_\_

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