



Leepa-Rattner Museum of Art Donor Questionnaire

Art objects that are offered and accepted through private donation are reviewed by the LRMA Collections Committee for relevancy to the museum's mission and collection goals, as well as evaluated for issues of care and conservation in perpetuity. The Collections Committee then makes recommendations to the LRMA Board of Directors for final approval as an accession object in the permanent collection of the Leepa-Rattner Museum of Art.

The value of artwork for exhibition and scholarship is greater when it is fully documented. History of ownership from the creation of the art to the present allows the museum to establish clear provenance. Knowledge of any prior repairs and treatments enables the museum to better exhibit and store the artwork. Additional information can address such issues as insurance, exhibition history, conservation and marketing.

Thank you in advance for your time and assistance in completing this questionnaire.

Donor Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

E-Mail: _____

Provide a description of the proposed donation: (attach list if multiple objects)

Artist _____ Title _____

Medium _____ Dimensions (H x W x D) _____

Additional Object Information _____

How did you obtain the artwork? (Please check appropriate area)

Purchase Where: _____ Date: _____

Gift or Inheritance from Whom: _____ Date: _____

Other _____ Date: _____

Accession # _____

Has the artwork been repaired, restored and/or conserved? Yes No

Description of work performed: _____

Performed by: _____ Date: _____

Has the artwork been appraised? Yes No

Appraiser: _____ Date of Appraisal: _____

What do you believe to be the value of the artwork and what is the basis for this value (appraisal, internet search, auction records, etc.) _____

Has the artwork been exhibited? Yes No

Venue: _____ Date: _____

Has the artwork been professionally photographed? Yes No

Photographer: _____ Date: _____

Please share (by separate cover) any additional information, documentation, or copies of materials (sales receipts, ownership history, past exhibition notices, or appraisals) related to this donation.

If this donation were to be accepted into the LRMA collection, would there be any restrictions or requested acknowledgements that would be associated with the work?

Thank you for considering the Leepa-Rattner Museum of Art for your donation. Should you have any questions, please feel free to contact: LRMA Curator, R. Lynn Whitelaw at 712.727.5210 or Whitelaw.Lynn@spcollege.edu; or LRMA Director, Ann Larsen at 727.712.5225 or Larsen.Ann@spcollege.edu.

Please return your completed questionnaire to:

Leepa-Rattner Museum of Art
Attn: Curator
P.O. Box 1545
Tarpon Springs, FL 34688