



Phone 519-836-1221
Fax 519-836-5280
museum@guelph.ca

52 Norfolk St.
Guelph, Ontario
N1H 4H8

Thank you for considering a donation of items to the Guelph Civic Museum.

A temporary moratorium has been implemented on donations. This will allow us to improve accessibility, strengthen existing resources, and assess current and future needs of the collection.

A collecting moratorium is a temporary period during which the museum will stop accepting items for the collection. This moratorium at the Guelph Civic Museum is effective December 1, 2019. During this period, we will not accept unsolicited artifacts into the Museum.

While we are not currently accepting artifact donations, we would like to know about the objects or archival documents you are considering for donation. Please complete the attached form and we will follow up with you once the moratorium is lifted.

Thank you for your support of Guelph Museums.

Kindest regards,

Luke Stempien, Collections & Research Coordinator
Public Services, Guelph Museums

luke.stempien@guelph.ca
519-836-1221 extension 2776

Note: Guelph Museums will continue to collect artifacts for the McCrae House Collection throughout 2020. Please contact Dawn Owen, Curator at 519-836-1221 extension 2774 or dawn.owen@guelph.ca to discuss your potential donation.

**CIVIC
MUSEUM**
52 Norfolk St.

**McCRAE
HOUSE**
108 Water St.

**LOCOMOTIVE
6167**
Farquhar St.





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While we are not currently accepting items to the Guelph Civic Museum collection, we would like to know about the objects or archival documents you are considering for donation. Please be as detailed as you can.

Contact Information

Date:

Name:

Phone Number:

Address:

Email Address:

Donation Overview

How many items are you offering for donation?

What size are they?

What condition are your items in?

How did you come into possession of these items?

Describe your donation:

➤ Please see reverse side for additional questions.



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At Guelph Museums, we are keenly interested in the story that your objects represent. What Guelph person, event, place or community does this donation help you remember?

Collection of Personal Information

Personal information is being collected and will be used for the purpose of communicating with you regarding your potential donation.

Personal information, as defined by Section 2 of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA.

If you have questions about the collection, use and disclosure of this personal information please contact the City of Guelph's Information and Access Coordinator at 519.822.1260 extension 2349 or privacy@guelph.ca.

Accessibility

To request any Guelph Museum document in an alternative format, please contact museum@guelph.ca or 519-836-1221.