



DONOR INTENT FORM

Date: _____

Donor Name: _____

Address: _____

Phone: _____ **Email:** _____

No. of Objects:

I, _____, the undersigned, hereby indicate my intent to donate the following described object(s) to be considered for donation to the collection of the Mark Twain House & Museum. I understand that a member of the curatorial department will contact me to discuss the object(s) and will arrange a date of deposit if physical review of the item is necessary to make an acquisition decision. **I agree to not leave any object(s) at the Mark Twain House & Museum without expressed permission to do so by a member of the Curatorial Staff.** I understand that a decision will be made within 90 days and that all acquisitions must be approved by the Collections Committee and Board of Trustees. If accepted, the Deed of Gift will be dated for the day of deposit. I further understand that if the object(s) is/are not accepted for the collection, I have an additional 30 days in which to remove any deposited object(s) from the Mark Twain House & Museum. If not removed within those 30-days, the object(s) become property of the Mark Twain House & Museum and the Mark Twain House & Museum has the right to dispose of the object(s) in any manner they see fit. My signature on this document certifies that I have the right and legal title of ownership with which to make this offer.

Donor Signature _____

Please return this form to: Jodi C. DeBruyne, Beatrice Fox Auerbach Director of Collections

Email: Jodi.DeBruyne@marktwainhouse.org

Mail: The Mark Twain House & Museum, c/o Curatorial, 351 Farmington Ave, Hartford, CT 06105
or drop off at the Museum Center’s front desk at 351 Farmington Ave, Hartford, CT 06105

For each object please include as much information as you can. Provenance is asking for any and all history you know about the object, including when/where you obtained it and any previous owners, etc. If you are emailing photographs of multiple objects, please indicate the file names for each object to help us match images to descriptions.

Object Name/Title/Type: _____

Date/Era of creation: _____

Artist/Author/Maker/Manufacturer: _____

Description: _____

Provenance: _____

Image file name(s): _____



the **Mark Twain**
House & Museum

Object Name/Title/Type: _____

Date/Era of creation: _____

Artist/Author/Maker/Manufacturer: _____

Description: _____

Provenance: _____

Image file name(s): _____

Object Name/Title/Type: _____

Date/Era of creation: _____

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Provenance: _____

Image file name(s): _____

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