



Preserving Kentucky's Past
for the Future

WILLIAM S. WEBB MUSEUM OF ANTHROPOLOGY

University of Kentucky, 1020A Export Street, Lexington, KY 40504-2690
859-257-1944 • fax: 859-323-9866

CURATION AGREEMENT FOR ARCHAEOLOGICAL COLLECTIONS

PROJECT NAME _____ DATE _____

PRINCIPAL INVESTIGATOR _____

PARTICIPATING INSTITUTION (Government agency or archaeological contractor)

ADDRESS _____

PHONE _____

LEAD FEDERAL OR STATE AGENCY _____

CONTRACTING AGENCY _____

CONTRACTING OFFICER _____

ADDRESS _____ PHONE/EMAIL _____

NUMBER OF ARTIFACT BOXES _____ DOCUMENT/RECORD BOXES _____

RECOVERY METHOD (survey, excavation, etc.) _____

SITE NUMBERS _____

FULL BIBLIOGRAPHIC CITATION OF FINAL REPORT (include author(s), publication year, publication title, contracting firm, report series number if assigned, publication location):



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PERMITS

- | | |
|--|---|
| ☐ Federal | ☐ Commonwealth |
| ☐ Antiquities Act of 1906 | ☐ Archaeology |
| ☐ Archaeological Resources Protection Act | ☐ Kentucky Antiquities Act of 1962 |
| | ☐ Kentucky Cave Protection Act |
| | ☐ Transport of Human Remains |

DOCUMENTATION OF OWNERSHIP – ARTIFACTS

****Determined by landownership at the time of project execution**

The specimens described in this form are the property of:

- ☐ The United States of America (Federal lead agency)

Agency Name: _____

Materials recovered from lands under the jurisdiction or control of a Federal agency are the property of the United States of America.

- ☐ Materials deposited are to be held-in-trust under an existing agreement with the WSWMA.
- ☐ Custody of material is to be permanently transferred to the WSWMA under an existing agreement with the WSWMA.
- ☐ No known agreement is in place between WSWMA and the Agency

**It is the responsibility of the depositor to verify one of the above prior to submission for curation.*

- ☐ The Commonwealth of Kentucky (State lead agency)

Agency Name: _____

- ☐ Private Landowner

**Required for all private landowners. Verbal agreements will not be accepted. Tick all that apply.*

- ☐ Deed of Gift
- ☐ Letter of Transfer
- ☐ Return to Landowner – applied to artifacts only

Please attached **all written communication regarding artifact disposition and/or forms, including "return to landowner" and any tracking documentation. See Guidelines for the Preparation of Archaeological Collections for more information.*

- ☐ Split ownership



DOCUMENTATION OF OWNERSHIP – PROJECT DOCUMENTS/DATA

The data and documents described in this form are the property of:

- ☐ The United States of America (Federal lead agency)

Agency Name: _____

Federal regulations, policies, and contractual agreements collectively govern how data ownership is managed in projects involving federal agencies or federal funding. It is the responsibility of the depositor to consult specific agency guidelines and contractual terms to understand their obligations and rights regarding data ownership in federally regulated contexts.

**Please attach documentation*

Data recovered from lands under the jurisdiction or control of a Federal agency are the property of the United States of America. This includes all associated documents, reports, and photographic record.

- ☐ Materials deposited are to be held-in-trust under an existing agreement with the WSWMA.
☐ Custody of material is to be permanently transferred to the WSWMA under an existing agreement with the WSWMA.
☐ No known agreement is in place between WSWMA and the Agency

**It is the responsibility of the depositor to verify one of the above prior to submission for curation.*

- ☐ The Commonwealth of Kentucky (State lead agency)

Agency Name: _____

- ☐ Contractor/Depositor

**SHPO requires all curation of all project documentation without exception.*

- ☐ Deed of Gift
☐ Letter of Transfer



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By signing below the individual acknowledges that he/she has the authority to execute this transfer.

DELIVERED BY:

Date Signature

Print name, Title/Affiliation

PROVISIONALLY ACCEPTED* BY:

Date Signature

Print name, Title

*The Webb Museum reserves the right to return any or all of the collection for correction and/or charge in-house processing fees if the materials were not prepared according to the standards set forth in, *Conducting Cultural Resource Investigation in Kentucky: Standards for the Preparation of Archaeological Specimens and Documentation for Curation at the William S. Webb Museum of Anthropology*.

FOR MUSEUM USE ONLY:

ACCESSION # _____

INVOICE # _____

FEES RECEIVED _____

This certifies formal acceptance into the collections at the William S. Webb Museum of Anthropology, University of Kentucky:

Date Signature, William S. Webb Museum of Anthropology Official



CONDITIONS GOVERNING CURATION AGREEMENTS

- I. The William S. Webb Museum of Anthropology (Webb Museum), University of Kentucky, will exercise the same care in respect to the specimens, data, and documents from cultural resource assessments deposited for curation (hereafter referred to as the "deposited collections") as it will for the safekeeping and preservation of its own property of similar kind and character. However, it shall not be required to carry any insurance against loss or destruction of or damage to such deposited collections.
- II. Deposited collections will be curated by the Webb Museum in accordance with current exhibition, research, or storage features, without any restrictions upon their use or storage except as may be stipulated elsewhere in this agreement.
- III. The depositing title holder, as well as all qualified scholars and other interested persons, will have access to such collections as may be stored by the Webb Museum, pursuant to the Webb Museum Research Policy.
- IV. Deposited collections may be loaned by the Webb Museum to points outside of Museum premises in Lexington, Kentucky, for research, exhibition, or instructional purposes, pursuant to the Webb Museum Loan Policy.
- V. The Webb Museum may photograph or otherwise reproduce deposited collections for its own records, research use or publication, and it may at the discretion of the Museum Director grant such right to others, pursuant to the Webb Museum Research Policy.
- VI. The Webb Museum may itself return or may request in writing that the title holder withdraw, the deposited collections when it is the determination of the Museum Director that either the further curation of said collections is not in the best interests of the Museum or that the collections may better serve the stated goals of another institution.
- VII. The Webb Museum may require the title holder's written order for the return or delivery of deposited collections, and in all cases of such return or delivery shall require the title holder's authorizing officer's signed receipt for same.
- VIII. All written requests or notices required by this agreement shall be considered sufficient if sent by registered mail to the title holder at the address last entered in the Webb Museum's records.