



GPO Box 2656
SYDNEY NSW 2001

(02) 9571 5359
info@nationalwomenslibrary.org.au

Jessie Street National Women's Library (JSNWL) Archives donation form

Please tell us about the material you would like to offer for donation by completing this form. We recommend checking our website for what the Archives collects and the Library's catalogue before completing the form.

Potential acquisitions are assessed for their significance to the history, experience, culture and achievements of Australian women. Material is accepted at the discretion of the Archivists. Our Library has a policy in place whereby we do not accept material that is already part of our existing collection. In this way the Library maintains the diversity and quality of our holdings.

On donation we require that you sign a Deed of Gift in favour of the Jessie Street National Women's Library, so that we are the copyright holders of the material.

Material type *[eg diaries, personal papers, journals, minutes]*

Description of material - *Is it listed and boxed? Prior to taking custody we require donated material to be listed and boxed, if appropriate, as well as the removal of staples and paper clips. Approved archive boxes and archival plastic paper clips can be provided if required. We must impose these measures as we operate solely on limited volunteer resources.*

Creator/author

Date(s) of material

Quantity and size of material *[eg 2 boxes; 10 folders; 3 posters]*

How did you acquire the material?

Where is the material located?

Any additional information *[please include listings or digital images of the material with this form]*

How do you wish to be contacted? *[Please complete]*

Name

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