

**REQUEST TO DEPOSIT ARCHAEOLOGICAL OR RELATED OBJECTS OR  
COLLECTIONS AT THE MCGREGOR MUSEUM  
(Including request for McGregor Museum Accession Number and Site Number)**

Name of Applicant:<sup>1</sup> ...PETER BEAUMONT.....

Position: .....RESEARCH ASSOCIATE.....

Institutional address: .....MCGREGOR MUSEUM, P.O. BOX 316 KIMBERLEY 8300  
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.....

Telephone: 053-8420986.....Fax: ...053-8421433..... Cell: .....

email: .....beaumontpb@gmail.com.....

If application is being made on behalf of a student, name of student:  
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Project title:<sup>2</sup> .....KATHU TOWNLANDS PROJECT.....

Object/s or Material to be deposited at the Museum (attach details on separate sheet):<sup>3</sup>  
.....

.....MATERIAL RECOVERED DURING PROPOSED SALVAGE/INVESTIGATION.....  
.....

Declaration:

I .....PETER BEAUMONT.....

(full name of applicant)

hereby undertake to:

1. Acknowledge and comply with McGregor Museum acceptance policy (including curatorial, access, sampling and loans policies) and/or any permit or legislation at provincial or national level;
2. Ensure that all material to be deposited/donated has been acquired in a legal manner and that copies of relevant documentation will be submitted (e.g. copy of the excavation permit or registration of private collection issued by SAHRA).
3. Make payment of the stipulated box tariff for curation.
4. Clean, mark and package material in accordance with Museum standards and requirements as indicated in the acceptance policy (or provide for this work to be done). Marking on artefacts should include at least the relevant McGregor Museum accession number – to be supplied – and basic co-ordinates for each item (e.g. square and stratum reference). In assigning an accession number, the Museum will also provide a Site Number where relevant. The McGregor Museum will provide standard size boxes for the material to be deposited.
5. Lodge with the museum, along with the object/s or collection/s, all relevant documentation (copies of notes, analysis sheets, graphic and photographic documentation, correspondence, report(s)/publication(s) or any other pertinent material, digital and hard-copy) as part of the archive relating to the collection. This usually would take place once the researcher has published results and/or otherwise completed work on the material (for which a reasonable period might be agreed upon, open for further negotiation with the Board of Trustees).

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<sup>1</sup> Supervisor to apply on behalf of undergraduate or honours students. Researchers not attached to an academic institution or museum should provide at least two references.

<sup>2</sup> Please submit a project outline and estimate of the nature and quantity of material to be deposited.

6. Note that restrictive conditions of deposition/donation are not encouraged and may be cause for refusal: in no case will restrictions requested by the researcher/donor be accepted without a termination date.
7. Ensure that the McGregor Museum Kimberley is acknowledged as long-term repository in any report, publication or thesis and that a copy of any such report or publication is lodged with the McGregor Museum in due course.

If the material is to be analysed or researched at another venue in the short term, please state where and by which date it is expected it would be deposited at the museum:

Temporary storage venue: .....N/A.....

Date for expected submission to the Museum: .....FOLLOWING EXCAVATION.....

Signature of applicant: .....

Place: ..... Date: .....

Approved by: .....DAVID MORRIS.....



Signature: ..... Date: .....2 MAY 2013.....

Position: .....ARCHAEOLOGIST.....

**Request for Accession Number (for object or assemblage) and/or Site Number:**

Brief description of object or assemblage for which accession number is sought:

...ACCESSION NUMBER ALREADY EXISTS FOR THIS SITE.....

Name of Site (Cadastral name included if possible) for which Site Number is sought:

...ALREADY EXISTS.....

Geographic Co-ordinates of Site: .....

(Please make further copies of this section if more than one collection/assemblage and/or more than one site should pertain).

Extract from Collections Policy:

## **7 ACCEPTANCE OF COLLECTIONS AND DONATIONS**

- i. All material deposited/donated will become the full legal property of the McGregor Museum Board of Trustees.
- ii. The Museum will accept items and collections conforming to its acquisition policies from researchers, contract archaeology projects and members of the public, subject to the following principles, guidelines and requirements:
  - a) All material to be deposited/donated must have been acquired in a legal manner and copies of relevant documentation submitted therewith (copy of the excavation permit or registration of private collection issued by SAHRA).
  - b) The donor will declare acceptance of the Museum's curatorial, access, sampling and loans policies.
  - c) In the case of material coming to the Museum as a result of research/excavation, and in terms of a permit issued by SAHRA:
    - The researcher and Museum should enter into a formal deposition agreement, prior to, and as part of the permit application, as required by SAHRA.
    - The Museum will charge a once-off curation fee per box. The fee will be to the account of the researcher.
    - The researcher will be responsible for cleaning, marking and packaging of material in accordance with Museum standards and requirements set out in the deposition agreement (or providing for this work to be done).
    - The researcher will be responsible for lodging all relevant documentation (copies of notes, analysis sheets, graphic and photographic documentation, correspondence, report(s)/publication(s) or any other pertinent material) with the Museum as part of the archive relating to the collection, at a time as stipulated in the deposition agreement.
  - d) Restrictive conditions of deposition/donation are not encouraged and may be cause for refusal. In no case will restrictions, requested by the researcher/donor be accepted without a termination date.