

CONDITIONS OF RECEIVERSHIP FOR PALEONTOLOGIC SALVAGE COLLECTIONS

**Society of Vertebrate Paleontology
Conformable Impact Mitigation Guidelines Committee
Robert E. Reynolds, Chairman**

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1. The repository museum and its curator maintain the right to accept or refuse the materials.
2. The materials received must fit with the repository museum's mission and policy statements.
3. All repository arrangements must be made with the curator in advance of receipt. All arrangements for inventory numbers and locality numbers must be made in advance. "Museums are not a dumping ground."
4. The museum will act as the trustee for the specimens. A deed of gift from the land owner or agent must be provided. A loan form or M.O.U. must be prepared for specimens from government lands.
5. Specimens must receive discrete locality numbers. Locality data must be to the maximum specificity available and plotted on 7.5 minute topographic maps, and as specific as allowed by stratigraphic collecting and field mapping. The repository may require the repositor to bear the cost of entering locality data into computerized data files.
6. All reports prepared to meet mitigation requirements, field notes, and photographs must be provided at the time of transfer to the repository museum.
7. Specimens must be delivered to the repository fully prepared and stabilized. Standards of stabilization and modern conservation techniques must be established prior to preparation and must be acceptable to the repository institution. Details of stabilizing materials and chemicals must be provided by the repositor. For microvertebrates, this means sorting and mounting. For large specimens, including whales, this means removal of all unnecessary materials and full stabilization. Fossiliferous matrix must be washed and processed. Earthquake-proofing includes inventory numbers on corks and in vials. In storage, specimens must be insulated or cushioned to protect each from contact or abrasion. Oversized specimens must be stored on shelves or on racks developed to fit existing constraints of the repository museum. The repositor must provide for all nonstandard materials for storage.
8. Specimens must be individually inventoried in accordance with the established system at the repository museum. The specimen inventory must be acceptable to and meet the -
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requirements of the lead agency. Specimens must be identified to element and to maximum reasonable taxonomic specificity. Batch or bulk cataloging must be avoided.

9. Specimens must be cataloged in accord with the repository system so that specimens are retrievable to curators and to researchers. The repository museum may require that the depositor bear the cost of having repository staff catalog specimens into computerized data bases.

10. The repository may require the depositor to bear the cost for completing preparation and stabilization, completing inventory, and completing cataloging.

11. There will be a one-time fee charged by the repository for permanent storage of specimens. This fee will be utilized to compensate the repository for storage space, cabinets or shelves, access or aisle space, a retrievable catalog system, additional preparation, specimen filing, and labor involved in the above. The repository reserves the right to charge the depositor for unpacking and placement of specimens in approved storage cabinets.

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