

## Donor Provenance Questionnaire

Please take a few moments to complete the following provenance questionnaire to the best of your ability. If you are unable to answer a question, please put N/A. For many reasons it is important for the Museum to have as complete a history as possible of the ownership of works of art offered as gifts. To that end, it would also be helpful if you would forward as soon as possible any additional information or documentation which you may have with respect to your ownership, the exhibition or publication history of the object, and any known prior ownership information.

In order for the Museum to accept gifts, they need to have good and marketable title, be free and clear of all encumbrances and restrictions, and not knowingly imported or exported into or out of any country contrary to its laws.

Donor(s) name:

Artwork information:

Artist

Title/Date

Medium/Dimensions

Collector's Number

Other numbers (Dealers, etc.)

1. How did you acquire this artwork?

Purchase      Inheritance      Gift      Found      Other

From whom?

Where?

When?

2. If this artwork was purchased, do you have a bill of sale or any items relating to the transaction?      yes      no

If yes, please attach copies to this questionnaire.

3. Do you have a certificate of authenticity?      yes      no

If yes, please attach copies to this questionnaire.

4. Do you know the names of any previous owners? (Please list in chronological order and give addresses and dates of ownership, if possible.)

5. Country of origin (country where artwork was made or excavated):
- Import/Export:
6. Country Imported from (immediately prior to its entry into the U.S.):  
 Do you have export documents from the source country?      yes      no  
 (please attach copies)  
 How long in export country, if known?  
 Do you have import documents?      yes      no (please attach copies)  
 Date first known to be in the United States:
- Has the artwork appeared in any relevant databases of stolen works?      \_\_\_ yes \_\_\_ no  
 (Please attach Art Loss Register Report or Interpol Report, if any).
7. Was the artwork in Europe (and possibly Axis-occupied territory) between 1933 and 1945?      yes      no  
 Attach explanation if necessary.
8. Was this artwork ever publicly exhibited?      yes      no  
 (Please supply exhibition title, museum, and date, if possible)
9. Was this artwork ever published?      \_\_\_yes \_\_\_ no  
 (Please supply author, title, date, page, etc, if possible; please attached any press clippings of the object)
10. Have you performed any repairs, made changes to the object or contracted a conservator to perform cleaning or repairs while this artwork was in your care?      yes      no  
 If yes, please list names, dates, cleanings, changes, etc., and attach copies of any pertinent paperwork and photographs.
11. Do you know if this artwork was conserved/restored prior to your ownership?      yes      no  
 If yes, please list all known treatments, dates, and conservators used.
12. Other information about the artwork.
13. Please attach any other documentation related to the artwork (personal photos, conditions reports, etc.).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_