



MANNING VALLEY HISTORICAL SOCIETY

ABN: 30 610 384 148

Address: 12 Farquhar Street, Wingham NSW 2429

Phone: 02 6553 5823

Email: mvhsmuseum@iinet.net.au

Website: www.winghammuseum.com.au

Frequently Asked Questions

Donating Items to the Museum

1. I've been cleaning out my shed and found some old things the Museum might like. Are you interested?

We may be interested if the items meet our collections guidelines. We are usually most interested in artefacts that have a connection to places, people and defining moments in the history of the Manning Valley – particularly if they have an interesting story.

2. Should I bring my items to the museum?

You may bring your items to the museum and leave them with our Door Volunteers. Please fill out a Deed of Gift form and provide as much information as you can so that our Collections Team can make an accurate assessment of their significance. Alternatively, call us to discuss your donation. A member of our Collections Management Team will be available to speak with you on most Tuesdays. We may also be able to arrange a site visit to inspect and pick up any items of interest.

3. What happens when I donate an item to the Museum?

Donated items are briefly inspected, then stored in a safe place in the museum. Our Collections Management Team will then assess them at their monthly meeting. If the item meets our collections aims, it will be registered in the collection and then displayed, or stored according to the Museum's requirements.

If not, we will offer to return the item (if the donor has indicated they want it back). If the donor does not want the item back, then it may be exchanged with another museum, used as support material, disposed of or sold for the benefit of the museum. We understand that many of the items donated to the museum have great emotional value and significance to their donors – unwanted items are disposed of sensitively, and in accordance with the Museum's code of ethics and collections policy.

4. How does the Museum decide what to collect?

MVHS has a Collections Management Policy that guides the development of the collection. We are generally most interested in items that:

- Have an association with significant themes, individuals, events or periods in the history of the Manning Valley;
- Demonstrate a degree of technical or creative achievement; or
- Contribute to the creation of outstanding displays.

We also take into account the provenance or story behind an object, its physical condition, rarity, representativeness, size and the number of duplicate examples we already have in the museum.

5. Do you buy items for your collection?

No. All the items in our collection were donated. It would only be in exceptional circumstances that the Management Committee might consider paying for an item.

6. Can I take my item back after I have donated it?

Generally, no. Upon donating an item, the donor is required to sign a “Deed of Gift” form, which essentially transfers ownership of the item to the museum. However, we understand there may be special circumstances – the Management Committee will consider any request for the return of an item on a case-by-case basis.

7. Does the Museum provide valuations?

No. We do not provide valuations or authentications.

8. I have an object similar to one in your collection. What can you tell me about it?

While we may be able provide more information about your object, we will only research an item for a fee. If you would like us to conduct research on your behalf, please complete the Research Request Form under the Research tab on this website.