



STATE-APPROVED MUSEUMS AND CURATORIAL REPOSITORIES
FOR HELD-IN-TRUST COLLECTIONS
HISTORY COLORADO | 1200 BROADWAY | DENVER, CO 80203 | 303-447-8679 | HISTORYCOLORADO.ORG

Request for Non-Destructive Out-of-State Transportation Approval for Held-In-Trust Artifacts or Fossil Specimen

As directed by the Historical, Prehistorical and Archaeological Resource Act (C.R.S. 24-80-405(1) l), the Office of the State Archaeologist has developed this form for permitted researchers, (subject to C.R.S. 24-80-406), to request permission to send artifacts or fossil specimen for non-destructive analysis or fossil/artifact preparation out of the State of Colorado. Artifacts or fossils that are still in the possession of a researcher while preparing a final report must facilitate execution of a loan agreement by the State repository to which the artifacts/fossils are accepted for deposit. This form may also be used for academic or other researchers who are proposing transportation of artifacts or fossils out of Colorado for non-destructive study or preparation currently curated by a State-Approved repository.

As specified under the Act's State rules and procedure (8 CCR 1504-7, Sec. 9(C) 2), ancillary samples (e.g. charcoal, wood, soil, coprolites, and small floral or small faunal specimens from archaeology sites) are not subject to executing any loan agreement and do not require special permission from the Office of the State Archaeologist. All other state artifacts or fossil specimen however must follow the loan provisions of State rules and procedures (8 CCR 1504-7, Sec. 9(H) 3). Specifically this requires relocation inventories to be conducted and included as part of the written loan agreement of the repository. Other loan conditions must be addressed with the Collections Management Policy of the curatorial facility that will hold (or is currently holding) these collections in trust. The loan and transportation of the state collection must be insured for liability purposes through securing a commercial fine art or other insurance policy or be adequately covered by governmental self-insurance to fulfill any damage or loss incident. Commercial use of loaned collections are prohibited without written consent. Loaned material must be returned to the researcher and eventually to the repository in the State of Colorado within a maximum of three (3) years of study. For all artifacts, fossils or ancillary samples subject to study, the researcher or the repository will provide History Colorado two copies of any publications, reports, and other documents that result from the analysis.

Name of the museum/repository that has accepted the artifacts or fossil specimen for curation:

Name of the museum/repository's representative contact (please include title, phone and e-mail address):

Name of the researcher requesting the proposed analysis. Please provide the researcher contact information and permit number if applicable. [Academic and non-permitted independent researchers must attach a research proposal, proof of higher education enrollment (for students), supporting letter(s) from at least one sponsoring academic instructor (for students), approval from the State-Approved repository, and curriculum vitae with examples of completed/published works (for independent non-permitted researchers).] Please include the researcher's full contact information (e.g. affiliation, mailing address, phone number and e-mail):



Proposed analysis/preparation of the artifact(s) or fossil specimen (please describe with official Smithsonian site number(s), site name(s), etc.):

Briefly describe the proposed research aim/goal(s) (and how will the results be disseminated?):

Name and address of the out-of-state analysis research institution, firm or consultant (include representative contact name, mailing address, phone number and e-mail):

When will the artifacts/specimens be returned to the State of Colorado curating museum/repository or researcher?

How will the artifacts/specimen be insured for liability for the length of the loan and transportation from and back to Colorado? (Please attach any supporting documentation):

Thank You

The Office of the State Archaeologist will supply notification of consent to the affected museum/repository and researcher within thirty days.

(Please attach a draft loan agreement prepared by the State repository and after our Office's approval, please forward an electronic signed copy of the executed loan agreement to the State Curation Coordinator)



History Colorado

Email to the attention of the State Curation Coordinator: HC_StateCuration@state.co.us