

DEACCESSIONING CHECKLIST

Object registration number:

Object name:

Reasons for proposed deaccession:

Is not relevant to the Collection Policy	Details:
Is not relevant to the museum's research themes	Details:
Has insufficient / no provenance information	Details:
Has insufficient / no documentation	Details:
Is in poor condition	Details:
Is incomplete	Details:
Is a duplicate of another item in the collection	Details:
Poses an unacceptable OH&S risk to staff	Details:

Recommended for deaccession by:

Date

<p>For deaccessioning by (circle one) Return to donor Transfer to other collection (specify):</p>	<p>Transfer to education collection Sale Destruction</p>
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Supported by:

Date:

Approved on behalf of Museum board/management committee:

Date: