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| **YOUR DETAILS**  We value every one of our supporters, which includes a commitment to keeping your personal data safe. To comply with data protection regulations coming into effect this year and to provide you with peace of mind, we are asking how you would like to be contacted by York Museums Trust. We will only contact you about your donation and will never share your details without your permission.  Name:  Address:  Phone number:  E-mail address:  Preferred method of contact (please choose one and circle)  Phone E-mail Post |

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| **YOUR OBJECT** – physical description  What is it? (As simple a name as you can give the object, e.g. cup, jumper, medal)  Brief description; maximum 200 words (What does the object look like? Does it have any distinguishing features, marks, or inscriptions? Are there any moving parts?)  Dimensions (height x width x depth):  What is the object made from?  What condition is it in?  Excellent Good Fair Poor  Image |

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| **YOUR OBJECT** – why should your object be added to the York Castle Museum collections?  With reference to the assessment criteria, and in no more than 200 words, please tell us why you are proposing this object for donation to the museum collections and why you think the museum should accept it. |

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| **Please send your submissions to** [**enquiries@ymt.org.uk**](mailto:enquiries@ymt.org.uk)  **DECLARATION**  In suggesting this object as an acquisition to mark York Castle Museum’s 80th anniversary, I confirm that I am the owner or properly authorised agent of the owner and have full power to offer the object as an unconditional gift.  Also needs to include confirmation that the potential donor:   1. Is happy to be contacted for more information about the object, additional to that provided in the submission form, as part of the accessioning process 2. Is happy to be contacted by the York Museums Trust marketing team as part of the promotion of the 80th Anniversary |

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| OFFICE USE ONLY  Date:  Reference number: 80\_[suggest starting at 001 and going on from there]  Entered on system – tick to confirm:  Image: Yes No  Assessment score:  Longlisted: Yes No |