University Art Collection
Acquisition Proposal

Name: ______________________________________________________________________________________

Department, College, or Office: __________________________________________________________________

Means of Acquisition (check one): □ By Donation  □ By Purchase

Description of object:

Artist's Name ____________________________________________

Title ______________________________________________________

Medium (ex. oil on canvas) __________________________________

Dimensions H:_______ W:_______ D:_______  Weight ______ lbs

Date ________________ Signature □ Yes □ No

Country of origin __________________________________________

Condition (check one)   Excellent □   Good □   Fair □   Poor □

[Donations]

Owner of object: _________________________________________

Provenance (history of ownership): __________________________

___________________________________________________________

If donor wishes to remain anonymous check here: □ (if so, do not fill in owner above)

[Purchases]

Gallery/ Dealer Name: ______________________________________

Gallery Location: __________________________________________

Appraisal value: ___________  Funds required for maintenance: ________

Copyright restrictions: ______________________________________

Special needs or requests: ___________________________________

___________________________________________________________

Is the object intended for a specific unit? Yes □ No □  Name of unit: ____________

Credit Line: ______________________________________________

* Attach image of object and any additional documentation (can be emailed)