



**Titusville Historical Society (Titusville, Pa)  
Acquisition Form**

Name of person accepting item(s):

Verification of appraisal:

Collection policy: The Titusville Historical Society accepts items related to the people and history of the Titusville area and items created in or by Titusville residents, particularly if those items are also related to the history of the area. The area is defined as:

- **Crawford County:**
  - o City of Titusville
  - o Borough of Centerville
  - o Borough of Hydetown
  - o Borough Spartansburg
  - o Borough of Townville
  - o Athens Township
  - o Oil Creek Township
  - o Rome Township
  - o Sparta Township
  - o Steuben Township
  - o Troy Township
- **Venango County:**
  - o Borough of Pleasantville
  - o Allegheny Township
  - o Cherrytree Township
  - o Oil Creek Township
  - o Plum Township
- **Warren County:**
  - o Borough of Enterprise
  - o Grand Valley (unincorporated place in Eldred Twp.)
  - o Eldred Township
  - o Southwest Township

Formats accepted include papers, photographs, postcards, correspondence, memorabilia, ephemera, art work, textiles, and artifacts. Due to space and resource limitations, some items that meet the above criteria may not be accepted. Items that cannot be accepted include any items with mold, insects, severe damage that renders them unusable for demonstration, viewing or research, toxic substances, unstable nitrate film, etc. When the Society accessions items into the collection, the items are provided the best care according to archival and preservation

standards that are able to be provided within the means of the Society. Other items may be accepted for educational purposes, which means that they will be used and enjoyed for education of the general public and in our specialized history camps and training.

**Appraisal Checklist:**

Item must meet the above described forms and one of the following:

( ) Item is related to persons or history of the area by its association/use in that region

( ) Item was created/obtained by residents of the area

AND item should meet one of the following:

( ) Item is unique and historically significant

( ) Item is everyday, common, mass produced, but is determined to have historical significance by its documented use in the region in a way that is unique and significant.

Date the item was received:

**Questions for the Donor:**

Donor's full name (optional):

Donor's email address (optional):

Donor's phone number (optional):

What is the item/collection?

What is the story of this item/collection?

How did it come into your possession?

When is the item/collection from? Any specific years?

Collections Staff Only:

This item will be:

- ☐ Added to the formal archival collection
- ☐ Not added to the formal archival collection, used only for educational purposes