Questionnaire for Acceptance of Items
Presented for the WHS Collection

1. **Why is this object sought for the collection?**
   An object may be required in order to illustrate an important social or technological development, for research purposes, for demonstration or to provide atmosphere. The implications of each reason for standards of care are very different.

2. **How important is it in local, regional, and national terms?**
   A rare and important object clearly demands the highest standards of care, which the WHS may not be able to provide. Assessing its importance is crucial to the object's acquisition and future management within the museum; it ought to be carried out after the most careful research into the history of the object, and in consultation with specialists in its field if possible. This assessment will form the basis of the object's care and maintenance program. The rarest and most important objects should never be altered, adapted, "restored" or operated in any way at all, but kept in the best possible condition for future study.

3. **Can space (both exhibit and storage) be made available for it?**
   Will space suitable to its needs be available as far into the future as can be foreseen, and will it affect future accession decisions?

4. **How long can it be preserved?**
   This is a question which must be faced for all but the smallest objects. Items kept out of doors, for instance, can only survive around fifty years, even with the highest standards of care.

5. **What standard of care will it be afforded? (tight, moderate, simple, basic)**
   The importance of the object determines this. Its implications should be set out in a Conservation/Maintenance Plan for the object.

6. **How much will it cost to keep it?**
   These decisions have serious cost implications. Costs of handling, transport, conservation and even simple maintenance can be very high. Are the resources—money, equipment, time, and skills likely to be available?

7. **What are the health and safety implication?**
   Both the collection and the maintenance of objects may have health and safety implications.