

## Donating Artwork

If you would like to donate work(s) to The Wolfsonian, please send an email or letter to the Curatorial department ([curatorial@thewolf.fiu.edu](mailto:curatorial@thewolf.fiu.edu) or 305.535.2623) or the Library ([library@thewolf.fiu.edu](mailto:library@thewolf.fiu.edu) or 305.535.2641), and include the following:

- a photograph of the object(s)—amateur photos are acceptable; please contact us in advance if you wish to send digital images
- information pertaining to the history or acquisition of the object(s)—also include, to the best of your ability, the size, materials, and any significant maker marks, patent information, etc.

The photographs and information you submit will be reviewed by appropriate museum staff. If staff members determine that the work(s) to be of interest, you will be contacted for further steps. Only upon the The Wolfsonian's request should work be sent to the museum.

If staff members recommend the object(s) for acquisition, it will then be reviewed by the Acquisitions Committee, which confirms that objects:

- meet legal and moral stipulations
- are suitable for the collections
- are adequately documented

The Acquisitions Committee meets quarterly and makes recommendations to the Director for final approval. For year-end donations, please submit all information no later than early December.

Gifts to The Wolfsonian are deductible from taxable income in accordance with the provision of Federal income tax law. However, Wolfsonian staff members cannot give appraisals for the purpose of establishing the tax-deductible value of donated items. Appraisals must be secured by the donor at his/her expense.

***Donating Artwork, updated June 23, 2011***