



**Section 1. Applicant Information**

- a. Date Submitted: \_\_\_\_\_
- b. Requestor: \_\_\_\_\_
- c. Institution: \_\_\_\_\_
- d. Address: \_\_\_\_\_ e. City, State, Zip Code \_\_\_\_\_
- f. Phone Number: \_\_\_\_\_
- g. Email address: \_\_\_\_\_

**Section 2. Request Information**

- a. Type of Entity:  
*Select all that apply:*  
 Educational     Nonprofit     Other (*please specify*): \_\_\_\_\_
- b. Entity Mission Statement or other Relevant Statement:  
 \_\_\_\_\_  
 \_\_\_\_\_
- c. Project Description:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Section 3. Project Submission Information**

- a. Describe the materials to be submitted (e.g. artifacts, records, reports, etc.)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  - b. Estimate the quantity of materials to be submitted:
- |                                   | <i>Estimated</i> | <i>Final</i> |                            | <i>Estimated</i> | <i>Final</i> |
|-----------------------------------|------------------|--------------|----------------------------|------------------|--------------|
| c. Linear inches of documentation |                  |              | f. Digital Images (GB)     |                  |              |
| d. New ASM sites                  |                  |              | g. Half-boxes of artifacts |                  |              |
| e. Updated ASM sites              |                  |              | h. Cataloged objects       |                  |              |

**Section 4. Please Note**

- a. Submit completed form to Dr. Suzanne Eckert by email ([sleckert@email.arizona.edu](mailto:sleckert@email.arizona.edu))
- b. Section 1c: Institution refers to the company, agency, or institution conducting work.
- c. If collections with objects from Private land are submitted for curation at ASM, a hard copy, signed, Deed of Gift must be submitted from each landowner during collections intake. If a Deed of Gift is not submitted from each landowner at this time, the collection cannot be received by the ASM Repository.