

## **Donating historical artifacts/archival materials to the AAM**

Starting October 2015, the AAM will no longer accept duplicates or artifacts which are outside of our mandate and/or AAM vision, which is to “preserve and present aviation’s contribution at Blatchford Field to the development of Edmonton.” Furthermore each object accepted to our collection must now constitute a representative sample of a previously undocumented or inadequately recorded aspect of Edmonton’s or Alberta’s aviation heritage, or to be directly relevant to current research, exhibit or interpretation. For details please see information below.

### **Procedures for donating to the AAM archives/artifact collections**

1. Please make sure that you have read and that you understand all the information provided on this page and that your proposed donation is in line with AAM policies, mandate and vision.
2. Please make sure artifacts you propose to donate are not on the list of objects that we do not accept.
3. If your proposed donation fulfills the above basic requirements please send description and photographs of the proposed donation to AAM curator by email: [Curator@albertaaviationmuseum.com](mailto:Curator@albertaaviationmuseum.com) or mail it to the Alberta Aviation Museum 11410 Kingsway Avenue Edmonton, AB, T5G 0X4 (please note we do not provide estimates or make decisions regarding acceptance of artifacts/collections over the phone).
4. Once the above information is received AAM will determine if the proposed donation fulfills all the requirements and if yes you will be asked to sign a donation form. (We strive to answer all inquiries within 3 working days, but large donations require approval of the Collections Committee and the Board of Directors and this process may take up to 2 months). Please note that acceptance of an object/collection by the AAM **does NOT** imply that the artifact/s will be displayed publicly.

### **AAM Mission**

To be a professional and respected aviation museum and community partner.

### **AAM Vision**

Using education, conservation, and research to preserve and present aviation’s contribution at Blatchford Field to the development of Edmonton.

### **Acceptable objects/artifacts**

Original photographs, slides, negatives relating to Edmonton’s or Alberta’s aviation heritage

Original documents relating to Edmonton’s or Alberta’s aviation heritage

Original artifacts including, but not limited to aircraft relating to Edmonton’s or Alberta’s aviation heritage

### **None acceptable objects/artifacts**

Modern memorabilia, RCAF crests, commemorative plates, mugs, aircraft models, spoons, aviation posters etc.

Military uniforms (post 1918, unless relating to specific famous local historical figure or exhibit)

Aviation art, including framed prints

Images/documents which were printed or copied from internet or published sources

Digital images which are not the original intellectual property of the donor or are low resolution (below 300 dpi vertical and horizontal resolution 3000px on long edge)

Radioactive materials, including aircraft gauges

Generic aircraft parts

Aircraft compasses

Aircraft sextants

Flight calculators/computers

Emergency radios, 'black boxes', beacons

Active firearms and ammunition

Aviation calendars

Navigational charts/maps (post 1945)

Signal lights

Aircraft models (unless have specific purpose)

Old electronic equipment

Film projectors, cameras and photographic equipment (post 1939)