



February 19, 2019

**Re: Potential Donors to the Aberdeen Museum of History**

To Whom It May Concern,

The City of Aberdeen, Board of Museum and History is accepting donations for the future Museum. In keeping with the mission and strategic plan of the City and the Board, all potential artifact donations will be reviewed by the Collections Committee and the Board of Museum and History. Additions to the City's collection should fit within the guidelines set by the Board.

Once reviewed by the Collections Committee and the Board, all recommendations go to the Aberdeen City Council for final approval. This process can take up to 2 months, so please be patient. It's important that future of the collection represent Aberdeen's History and fit within the mission and goals of the Artifact Collection.

Please do not send the item(s) to the City until the item(s) have been formally accepted into the City's Collection by the Board and the Aberdeen City Council.

We appreciate your interest in donating an artifact. Please fill out the enclosed form and return it to the Aberdeen Parks Department, 200 E. Market St, Aberdeen WA 98520 or scan and email to [sbarnum@aberndeenwa.gov](mailto:sbarnum@aberndeenwa.gov).

Sincerely,

Stacie Barnum  
Parks & Recreation Director  
City of Aberdeen

