

**Illinois Association of Museums  
Disclaimer and Waiver Form**

Name of Institution \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Fax \_\_\_\_\_

Object to be listed \_\_\_\_\_

Description of object to be listed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I, the undersigned, do attest that

1. I have the authority to sign this document representing the institution listed above,
2. the object listed above is legally a part of our institution's collection or is owned by our institution,
3. the object has been approved by the appropriate governing body for deaccession from that collection, and
4. the Illinois Association of Museums will bear no legal liability in the transaction between my institution and the institution receiving the deaccessioned item, or material listed above.

Name \_\_\_\_\_ Date \_\_\_\_\_

(Please type or print)

Signature \_\_\_\_\_

Title \_\_\_\_\_

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**Disclaimer  
Museum Clearinghouse**

The Museum Clearinghouse is a service offered by the Illinois Association of Museums to its institutional members as a means of finding appropriate new owners for deaccessioned collection artifacts and archival materials, reference books and materials, display properties, and other materials associated with museums. Objects are to be offered to sister museums at no cost, and recipients will assume all responsibility upon receipt of the material. The Illinois Association of Museums is not liable for any part of the transaction except for publication of the availability of the objects.