**Collections and Materials Form**

**Name:** Click or tap here to enter text.

**Institution:** Click or tap here to enter text.

**Please indicate which of the following materials are contained in the collection and the approximate size of the collection. Check as many as apply:**

|  | **Type of Materials** | **Quantity** | **Unit of Measurement**  (specify unit used) |
| --- | --- | --- | --- |
|  | Books (general) |  | Volumes  Titles |
|  | Rare books |  | Volumes  Titles |
|  | Periodicals |  | Volumes  Titles  Subscriptions |
|  | Archives |  | Linear Feet  Cubic Feet  Items |
|  | Manuscripts |  | Linear Feet  Cubic Feet  Items |
|  | Newspapers |  | Volumes  Titles  Subscriptions |
|  | Pamphlets |  | Volumes  Titles |
|  | Microfilm |  | Reels  Titles |
|  | Microfiche |  | Pieces  Titles |
|  | Maps |  | Items |
|  | Architectural drawings |  | Items |
|  | Posters |  | Items |
|  | Photographs: |  | Items |
|  | * Prints |  | Items |
|  | * Negatives |  | Items |
|  | * Slides |  | Items |
|  | * Other: |  | Items |
|  | Audiovisuals: |  | Items |
|  | * Sound Recordings |  | Items |
|  | * Film Reels |  | Items |
|  | * Videotapes |  | Items |
|  | * Cassettes |  | Items |
|  | * Other: |  | Items |
|  | Art on paper |  | Items |
|  | Framed art |  | Items |
|  | Furniture |  | Items |
|  | Textiles |  | Items |
|  | Glass and ceramics |  | Items |
|  | Silver |  | Items |
|  | Archaeological materials |  | Items |
|  | Natural history materials |  | Items |
|  | Other three-dimensional objects |  | Items |
|  | Digital materials: |  | Items |
|  | * Digital materials - Born digital |  | Items |
|  | * Digital materials - Other |  | Items |
|  | Other: |  |  |
|  | Other: |  |  |