

Philadelphia Sports Heritage Collection Acquisition and Collection Policy

- I. General
 - a. Criteria for acquisitions. Items to be considered for inclusion:
 1. Support the Philadelphia Sports Hall of Fame's (PSHoF) mission to preserve and promote the sporting heritage of Philadelphia and its environs.
 2. Be of notable historical, research, or educational value not specific to or in
- II. Acquisitions: PSHoF will make the final decision on acceptance of items into the collection.
- III. Collection Categories
 - a. Foundation Artifacts: Historically notable objects.
 - b. Library: Hardback and softback books.
 - c. Staging: For exhibit or specific program use.
- IV. Additions to the Archives
 - a. An object may be accepted if it meets the following criteria:
 1. Meets or supports the PSHoF mission.
 2. Is a relevant addition to the collection either by meeting a collection need or serving an educational purpose.
 3. Has historical, research, educational or presentation value.
 4. The Hall of Fame has the capability to provide storage and reasonable care.
 - b. An object may not be accepted if the object:
 1. Constitutes a potential hazard to personnel, buildings, or other items in the collection.
 2. Was obtained illegally or through other illicit or questionable means.
- V. Gifts to the collection
 - a. Donors shall be provided with an Artifact Donation Receipt, signed by a Hall of Fame representative, indicating that ownership is transferred to PSHoF.
 - b. Donated items become property of PSHoF.
 - c. Title to all objects accepted as gifts are given outright to PSHoF without restrictions
 1. Acquired items are 100% free of any encumbrances or stipulations for intended use.
 2. PSHoF maintains full discretion on utilization of donated items including but not limited to public display, archival storage, scholarly study, sale, transfer, disposal or any other purpose deemed beneficial to PSHoF.
 - d. No commitment shall be made as to exhibition or display of any gift.
 - e. No guarantee shall be made that the gift will be retained by the Archives in perpetuity.
 - f. As appropriate when on display attribution of a gift may be included if desired by donor.
- VI. Appraisals: No valuation of gifts or other estimates of dollar value shall be made.
- VII. Deaccessions
 - a. PSHoF may remove objects from the collection for any reason deemed appropriate.
 - b. Objects approved for removal from the collection may be disposed of through offers to another museum or educational institution, public sale or disposal.
- VIII. Unsolicited Objects:
 - a. The Archives is not obliged to care for unsolicited or anonymously received objects.
 - b. Any unsolicited item or those received anonymously will be assessed by the Archive Team and evaluated for placement in the collection.
 - c. Items that merit addition to the collection shall be cataloged appropriately.
 - d. Items that do not merit inclusion may be disposed of at PSHoF discretion by returning the items, if source is know, transferring to an appropriate institution, by sale or by disposal.