



**CHINESE  
HISTORICAL  
SOCIETY of  
AMERICA**

Chinese Historical Society of America  
965 Clay Street • San Francisco • CA • 94108  
Telephone 415-391-1188 • Fax 415-391-1189  
collections@chsa.org  
INCOMING RECEIPT

**The objects listed below have been received by CHSA and are subject to the terms and conditions set forth.**

**Owner:**

Name:  
Street Address:  
City, State, Zip code:  
Business/Home Telephone:  
E-mail:  
Fax Number:

**Depositor (if different than Owner):**

Name:  
Street Address:  
City, State, Zip code:  
Business/Home Telephone:  
E-mail:  
Fax Number:

**Object Information (attach list if multiple objects)**

Name/Title:  
Artist/Maker:  
Medium/Materials:  
Date:  
Description:  
Condition:  
Temporary Number:  
Value (in U.S dollars):

**Purpose**       Loan (specify)       Consideration for Acquisition       Transfer       Other

Date received:

Insured by:       CHSA for Value \$ \_\_\_\_\_       Depositor

Shipped via:

Packing:

Removal Date:

(See conditions on reverse)

Received by:

Signature of CHSA accepting person

Signature of Depositor

\_\_\_\_\_

\_\_\_\_\_

Title:

Date:

Title:

Date:

\_\_\_\_\_

\_\_\_\_\_



## CONDITIONS FOR INCOMING OBJECTS

If the objects on this receipt are part of a Loan Agreement, the terms of the loan prevail. Any provisions not contained in the loan agreement are covered by this receipt.

### WARRANTY OF TITLE

The Depositor warrants that he/she has title to the object, or has full authority to enter into this transaction with The CHSA. The CHSA might ask for proof of this warrant. The Depositor also warrants that the object is not subject to ownership claims by any other person, institution, or foreign government and that the objects are in full compliance with import/export regulations.

### CARE AND HANDLING

1. CHSA will give objects in its custody the same care as it does to comparable property of its own. CHSA assumes no responsibility for normal inherent deterioration.
2. CHSA will not perform any conservation treatment, alterations or repairs without the written authorization of Depositor/Owner, except if required for emergency stabilization to prevent further damage to the object. Costs of this treatment will be subject to a special agreement between CHSA and Depositor.
3. The omission of a condition report in this form does not imply that objects were received in good condition.
4. Packing and transportation for the objects listed on this form are the responsibility of the Depositor, unless other agreement has been specified with CHSA in writing.
5. Information on this form regarding the deposited objects is given by Depositor. Values reflected are those provided by the Depositor or Owner, not a reflection of any appraisal by CHSA.
6. CHSA will have an Outgoing Receipt sent to Owner with the return of these objects. The Owner has 30 days to report any problems and sign the receipt. Failure to sign and return the receipt within 30 days of receipt shall release CHSA from any liability for the objects.

### INSURANCE

CHSA will not insure objects deposited at the Historical Society, unless special arrangements have been made in writing with CHSA. In any case, CHSA's liability can only extend to the limit of CHSA's insurance coverage.

### PHOTOGRAPHY

The Depositor agrees that objects listed in this receipt may be photographed for registration and educational purposes. Depositor must notify CHSA in writing if he/she does not agree with this condition.

### RETURNS

This receipt does not constitute formal acceptance of object(s). If CHSA accepts an offer of gift, loan or purchase of deposited object(s), appropriate forms will be sent to Owner for signature and return to CHSA.

CHSA will give reasonable notice to Owner if the object(s) need to be taken back by Owner. CHSA will make reasonable efforts to return the object(s). CHSA will mail/call Owner first. If unable to reach Owner, CHSA will contact Owner at the address listed in this form via certified mail. If the Owner does not withdraw the object(s) within 60 days of the notice, CHSA reserves the right to charge for storage fees. If after 5 years the object(s) are not withdrawn, they shall be deemed an unrestricted gift to CHSA.

Objects will only be returned to the Owner or its fully authorized agent, unless another agreement has been made in writing with CHSA. The Owner is responsible for notifying CHSA of any changes in ownership or change of address. In the case of change of ownership, the new owner is required by CHSA to establish legal right to the object.