



If returning this form by post, please send to:  
 Collections Team  
 The Ironbridge Gorge Museum Trust  
 Coalbrookdale  
 Telford  
 Shropshire  
 TF8 7DQ

## COLLECTIONS ENQUIRY FORM

ENQUIRY DETAILS:			
<b>Nature of enquiry:</b> (please tick box)	<b>Donation</b> <input type="checkbox"/>	<b>Bequest</b> <input type="checkbox"/>	<b>Loan</b> <input type="checkbox"/>
	<b>Find</b> <input type="checkbox"/>	<b>Information required</b> <input type="checkbox"/>	<b>Other</b> <input type="checkbox"/>
<b>NB</b> Where possible please attach a photograph. If it is a potential donation, please give a short description of item (e.g. what it is, age, condition, markings, inscriptions)			
<b>Details of Donation/ Enquiry etc.:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div>		
<b>Date:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>		

ENQUIRER CONTACT DETAILS:	
<b>Name:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>
<b>Address &amp; Postcode</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div>
<b>Tel &amp; Email:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>

COLLECTIONS DEPARTMENT			
<b>Message passed to:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>	<b>Date:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>
<b>Action taken by Collections Team</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div> <div style="border-bottom: 1px solid black; height: 20px;"></div>		
	<b>Name:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>	
		<b>Reply Date:</b>	<div style="border-bottom: 1px solid black; height: 20px;"></div>