

VISIT US

Day

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Hours

CLOSED

CLOSED

9:00AM-3:00PM

9:00AM-3:00PM

9:00AM-3:00PM

9:00AM-3:00PM

CLOSED



MUSEUM COLLECTION

DONOR'S GUIDE

THANK YOU...

Thank you for considering the Berks History Center to donate your treasured material(s). As a 501(c)3 non-profit institution, we rely heavily on your generosity to build on our collection that serves to interpret the diverse cultural history of Berks County.

Contact our Curator

curator@berkshistory.org

BERKS HISTORY CENTER

940 Centre Avenue,
Reading, PA 19601

610-375-4375

www.berkshistory.org



[@berkshistory](https://www.instagram.com/berkshistory)

FREQUENTLY ASKED QUESTIONS:

WHAT WE ARE LOOKING FOR

The Berks History Center is seeking objects that facilitate the interpretation of Berks County's fascinating history.

THE PROCESS

Once your item is presented to the BHC staff, you will immediately receive a Deed of Gift form, which starts a record of your donation. Please note that your object still belongs to you at this point. It will be presented at a subsequent Museum & Library Committee meeting where the committee either accepts or declines the material(s) based on condition, duplication, and relevance to the BHC mission.

POST ACCEPTANCE

After the Museum & Library Committee accepts the material(s) it is accessioned into the collection and cataloged. A letter of acknowledgement will be sent to you for your records.

RETURNING UNACCEPTED ITEMS

Material(s) that are declined by the Museum & Library Committee must be picked up within two weeks of notification.

OUR MISSION

Berks History Center leads the way in telling the unique story of Berks County and its diverse people, with the aim of building an inclusive understanding of our impact on national history, strengthening our community, and inspiring all audiences now and in the future.

HOW CAN I GET MY MATERIAL(S) APPRAISED?

The Berks History Center staff are not permitted to appraise your object(s). We suggest talking with an appraiser in the area or locating one nearest you by visiting the Society of American Appraisers; <https://www.appraisers.org>. Be advised that the IRS will require proof of appraisal from items of a certain value. Please contact your local tax preparer for more information.

WHEN WILL MY DONATION BE DISPLAYED?

Because the BHC preserves over 20,000 objects, we can only display a small sampling of the collection at one time. While we strive to display items when first donated, no commitment can be made as to when or if it will be displayed.

CAN I DONATE MY OBJECT(S) IN SOMEONE'S MEMORY?

Yes, there is an option of noting this on the Deed of Gift form at the time of donation.

CAN I LOAN MY MATERIALS?

While we appreciate your offer, it is the policy of the Berks History Center not to accept items as loans unless used for a special, temporary exhibit.

WILL I EVER BE ABLE TO HAVE MY ITEMS BACK?

Once the Deed of Gift form is signed and the Museum & Library Committee votes to accept the material(s) into the collection, the donor waives all present and future rights to the object. Please be absolutely certain that you and your family wish to donate the item. Once the object is cataloged, you and your family are welcome to see it. Please call beforehand to make an appointment with the Museum Curator who will be happy to assist with your request(s).

HAVE YOU CONSIDERED PLANNED GIVING?

If you would like to donate an item after your passing, those arrangements can be made through your legal advisor. Please note that these arrangements must be reviewed by the Museum & Library Committee for final approval.