

**York Museums Trust Disposal Request Form**

Please complete this form to request the disposal of objects from the collections. Provide as much supporting information as possible and forward to the Registrar at the Castle Museum. Forms should be updated ASAP with any outstanding information, e.g. Exit Form number.

Name of curator Gwendolen Whitaker		Date 1-7-10	
Object/s	Object number/s	Approximate value/s	Accessioned Yes, all objects
West Kent Yeomanry uniform coat West Kent Yeomanry saddle roll West Kent Yeomanry trousers	YORCM : 1946.974.1 YORCM : 1946.974.3 YORCM : 1946.974.4		
Acquisition method Purchase		Acquisition date 1946	
Acquisition source  Mr G. Adams Warbleton Sussex			
Does written proof of legal title exist? (Delete as appropriate) yes / no. If no, specify what attempts have been made to prove title  As detailed in accession registers.			
Current location of object/s  YORCM : 1946.974.1 Debtors' Prison, Uniform Store, Rack YORCM : 1946.974.3 Debtors' Prison, Uniform Store, Bay 4 YORCM : 1946.974.4 Debtors' Prison, Uniform Store, Rack			
Present condition of object/s Uniform coat: Water damage to the lower tails Uniform trousers: slight damage Saddle roll: Some moth holes in flap and body. Remains of what may have been a glued on label on the flap.			

## Justification for disposal

Deterioration    Duplicate    Outside Collecting Policy  

Unlocated

Other (specify)

Transfer to the Kent & Sharpshooters Yeomanry Museum who have display spaces at Hever Castle and museum rooms in the headquarters of the serving squadrons at Croydon and Bexleyheath.

The Kent & Sharpshooters Yeomanry Museum has been awarded the status of full accreditation with effect from 9 Aug 2010. The museum is in regular contact with Sarah Corn, the Museum Development Officer for Kent and Medway and with their curatorial adviser, Rebecca Nash, curator of the Royal Engineers Museum at Chatham.

Museum documentation, which includes full information about items in the collection as required by Spectrum, is held on a MODES data base. A public version of this is available on the museum website ([www.ksymuseum.org.uk](http://www.ksymuseum.org.uk)).

Relevant paragraph number/s in *Collecting Policy*

3. Period of time and/or geographical area to which collecting relates The York Museum Trust collections generally cover the area of York and Yorkshire, and all time periods.

5. Collecting policies of other museums The Trust will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialisms, in order to avoid unnecessary duplication and waste of resources.

Due to the over-arching nature of York's collections, we will take account of all museums in North Yorkshire, and other subject-specialist museums, as appropriate to each collecting area. The overriding impetus for our approach to regional collecting is that important material should be held in public collections with appropriate standards of collection care and interpretation, whether we or another are the most appropriate museum. We will work with other museums and museum services to develop the collections regionally, to ensure that collections get the best care, and are in those places where they will best meet the needs of the users.

## Costs associated with disposal (please specify amounts)

None. To be collected by Honorary Curator

Were objects acquired with grant aid? (Delete as appropriate) no.	
Conditions associated with disposal None	
Disposal is recommended by: (tick any that are appropriate; they are applied in the order 1-7)	
1. <input type="checkbox"/> Advertise to Registered Museums	
2. <input checked="" type="checkbox"/> Offer to particular museum/s or appropriate public body (specify)	
3. <input type="checkbox"/> Internal non-collections (specify) Education / Exhibition dressing / Handling / Other	
4. <input type="checkbox"/> Return to donor	
5. <input type="checkbox"/> Other (specify)	
6. <input type="checkbox"/> Offer for sale	
7. <input type="checkbox"/> Local Authority disposal	
Name & address of recipient (if appropriate)	
Major Boris Mollo Hever Castle Edenbridge Kent TN8 7NG	
Proposed use of funds if disposal involves sale N/A	
<b>Decision</b>	
Proposal approved / rejected	
Note	
Signed (Registrar)	Date
<b>Outcome</b>	
Disposal approved by Trustees	Date
Disposal approved by CYC	Date
Exit Form number YMT : X00579	Date 2011-03-07
Actual method of disposal Transfer	Date 2011-03-07
Signature of Curator confirming disposal	Date
Signature of Curator confirming paper records updated	Date
Signature of Registrar confirming computer records updated	Date 2011-04-07