



DEACCESSIONING RECORD

File Number: _____

Object Name: _____

Reason for Deaccessioning

_____ Outside the scope of the institution's acquisition policies

_____ The University of Pittsburgh can no longer preserve the piece properly

_____ The University of Pittsburgh has determined the piece constitutes a physical hazard to the campus or larger community

_____ The University of Pittsburgh is selling, gifting, trading or disposing of the piece

_____ The piece has unethical or illegal provenance

_____ There is a more appropriate place for the piece

Deaccessioning Recommended by:

Name and Title _____ Date _____

Deaccessioning Approved by:

_____ Date _____

Chancellor

_____ Date _____

Board of Trustees, Chair

Disposition of Deaccessioned Items – Note Transferred, Exchanged, Destroyed by or Sold to and Price

Witness _____ Date _____