

STANDARD FACILITY REPORT -- UNITED STATES
Registrars Committee of the American Association of Museums
Adopted 1998

Borrowing Institution Profile

Name of Borrowing Institution/Loan Venue	
Contact Person	
Title	
Mailing Address	
Street Address	
Shipping Address	
Telephone Number	
Fax Number	
E-mail Address	
World Wide Web URL	
Purpose of Loan/ Exhibition Title	
Dates at Loan Venue	

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NOTICE

IT IS UNDERSTOOD THAT THE INFORMATION INDICATED IN THIS FORM IS CRITICALLY CONFIDENTIAL AND WILL BE USED BY THE POTENTIAL LENDING INSTITUTION ONLY IN EVALUATING FACILITIES OF POTENTIAL BORROWERS AND IN PREPARING APPLICATIONS FOR INDEMNITY. THIS FORM MUST BE STORED IN A SECURE LOCATION AND NO COPIES ARE TO BE MADE OR DISTRIBUTED WITHOUT THE EXPRESS CONSENT OF THE SUBJECT INSTITUTION. THIS FORM MUST NOT BE DISTRIBUTED VIA FAX.

INSTITUTION NAME:

Please attach a floor plan of the museum, indicating:

- where borrowed object(s) will be displayed
- receiving area
- location of reception areas
- location of portable fire extinguishers, fire suppression and detection systems

Floor plan attached Yes No

Please indicate the system of measurement used to report dimensions and weight capacities for your museum:

- English measure (feet, inches, miles, etc.)
- International System of Units (IS) (meters, centimeters, kilograms, kilometers, etc.)

1. GENERAL INFORMATION

1.1 Is your institution currently accredited by the American Association of Museums? Yes No

If yes, date of most recent accreditation decision

1.2 Check the type(s) that best describe your institution:

- Museum (non-profit)
 - Aquarium
 - Arboretum/Botanical Garden
 - Art
 - Children's/Youth
 - General
 - Historic House
 - History
 - Natural History/Anthropology
 - Nature Center
 - Science
 - Zoo
 - Other (specify)
- University
 - Museum or Gallery
 - Student Center/Union
 - Library
 - Department ____
- Cultural Organization
 - Library
 - Religious Institution
 - Civic/Exhibition Center
 - Fair Building
 - Other (specify)
- Other (specify)

GENERAL INFORMATION (cont.)

Geographic Profile

Contact your local fire department and/or municipal building department for assistance in answering questions 1.3 through 1.6.

1.3 Is your building located in an earthquake or earth movement prone zone? Yes No

Please consult the map in the printed report to determine the number corresponding to the area in which your building is located. Use the blank below to indicate the seismic zone number listed on the map.

Seismic Zone

1.4 Is your building located in an area designated as a flood zone or next to a body of water which can overflow its boundaries? Yes No

If so, what is the flood rating for your building?

Explain rating method:

1.5 Is your building located in an area subject to other natural catastrophes such as hurricanes, tornadoes, or severe windstorms? Yes No

If yes, is your building equipped with working storm shutters? Yes No

If yes, what types of shutters?

1.6 Is your institution in a designated brush zone? Yes No