



**Berndt Museum**

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CRICOS Provider Code: 00126G

## **BERNDT MUSEUM ACCESS REQUEST FORM**

### **WHAT IS THIS FORM FOR?**

Berndt Museum governance is informed by cultural, ethical and contemporary practice relating to the careful management and conservation of predominantly Australian Indigenous cultural materials as well as significant South-East Asian and Melanesian collections. This Request Form is issued to anyone applying for access to the Berndt Museum's Collection. It refers to each Berndt Museum Collection domain: Archives, Objects (Paintings, Artifacts), Photographs and Audio-Visual. The Form must be completed and submitted to the Museum in person, by mail or electronically at [berndt.museum@uwa.edu.au](mailto:berndt.museum@uwa.edu.au) before access to the Collection can be approved or otherwise.

### **APPLICANT CONTACT DETAILS**

Name

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Institutional or Organizational Affiliation (e.g. university, Indigenous organization, non-government, government)

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Address

.....

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Email

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Phone (Landline and Mobile)

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### **WHICH AREA OF THE BERNDT MUSEUM'S COLLECTION DO YOU WISH TO ACCESS?**

Archives

Objects

Photographs and Audio-Visual material

**ACCESS PURPOSE**

Please briefly describe why you wish to access Berndt Museum collection material, e.g. family history reasons, cultural, tertiary study, research project, education, community inquiry. If any known sensitivities relate to access request, please list these below. If you are seeking access on behalf of another party, please provide details and a letter of confirmation from the other party.

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**DESCRIPTION OF MATERIAL APPLICANT WISHES TO ACCESS**

Museum staff will need to identify and process your request through internal research. Clear and concise descriptive information to facilitate the process should be listed here. For instance, by naming the relevant region, state or territory, author, language group, indicative time-line, place-name, custodian, photographer, book title, Berndt Museum Accession Number (if known), and so on.

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Please note that Museum staff cannot conduct extensive research for applicants, including for family history purposes. Where possible, applicants will be referred to contact other venues online or directly where relevant assistance might be sought, e.g. AIATSIS.

**PREFERRED DATE TO VISIT THE MUSEUM FOR COLLECTION ACCESS**

If your wish to gain access to the collection is approved, please indicate at least two possible dates you would be available to visit. Museum staff will do their best to accommodate this request, but it cannot be guaranteed. Our collection materials are mostly in storage, and a small but dedicated team currently works out of the Museum’s temporary location underneath the Lawrence Wilson Art Gallery at UWA.

First Preference .....

Second Preference .....

**CONDITIONS OF ACCESS**

Please note the following conditions in accordance with the Berndt Museum’s current access protocols and requirements:

- Any Archival, Photographic or Object materials marked ‘Restricted’ or ‘Secret/Sacred’ will only be available in a restricted area of the Museum to senior Aboriginal men or women with a cultural right to access.
- The Ronald and Catherine Berndt Collection of field notes, personal correspondence, and associated materials will not be available until 2024 due to the Berndt Bequest Embargo.
- If images or any other materials obtained through the Berndt Museum are referred to in a published work (journal article, book, catalogue, newspaper item, etc.), or in a public presentation (lecture, gallery talk, etc.), the Berndt Museum must be fully acknowledged and all citation details correctly recorded. Copyright permissions will need to be organized by the applicant with the artist/family/estate.
- While the Berndt Museum cares for and conserves the Collection, the cultural and intellectual copyright of Collection items remains with Australian Indigenous owners, artists, makers and families, and/or with an artist’s estate.
- If access approval is granted to the Archives Collection, and an applicant wishes to make photocopies of sought material, she or he will be responsible for the costs of doing so through the Museum, unless alternative arrangements are made with Museum staff.
- If access approval is granted to the Objects and Photographic Collection, and an applicant wishes to make electronic or digital copies of sought material, she or he will be responsible for the costs of doing so unless alternative arrangements with the Museum are made.

**PLEASE COMPLETE, SIGN AND RETURN THIS FORM TO THE BERNDT MUSEUM**

Please sign, complete and return this Form either by email, post or in person to formally submit your request and as an indication that you have read and agreed to the Museum’s Access Conditions.

APPLICANT’S NAME AND SIGNATURE

DATE .....

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SIGNED ON BEHALF OF THE BERNDT MUSEUM

DATE .....

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*Thank you for submitting your application and for your interest in the work of the Berndt Museum Collection. We are keen to support your request, and will respond to your inquiry as soon as possible.*