



ARCHAEOLOGICAL CURATION FACILITY
DEPARTMENT OF ANTHROPOLOGY
CALIFORNIA STATE UNIVERSITY, SACRAMENTO
6000 J STREET, SACRAMENTO, CA 95819-6106
(916) 278-5371

Accession Number: _____
(Assigned by ACF)

ACCESSION NUMBER REQUEST FORM

Please use a new request form for each site and each phase in a project¹

Date of Request: _____

Projected Date of Collection Release to ACF: _____

Requestor Information

Name: _____

Institution/Company: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Project Information

Project Name: _____ Site Trinomial: _____

Project Date(s): _____ Site Name: _____

Alt. Site Names and Numbers: _____

County: _____ T/R/Sec: _____

Type of Project (survey, testing, data recovery, etc.): _____

Temporal Period(s) of Site: _____

Site Description (e.g., lithic scatter, prehistoric village, etc.): _____

Current Landowner/Controller of Site (party responsible for curation of collection):

Project Funded by: _____ Permit numbers: _____

Other information: _____

¹ Contact the ACF Collections Manager if you are requesting any deviations from this procedure.

Collection Summary

Anticipated Excavation Volume: _____

What types of materials are you expecting to collect (lithic, faunal, botanicals, shell, groundstone, etc.):

Estimated Number of Oversized Objects: _____

Estimated Number of Collection Boxes: _____

Any other special considerations:

Conditions of Request

1. The information above is an accurate assessment of the collection to the best of the requestor's knowledge.
2. Collections known to contain human remains or cultural items subject to NAGPRA will not be accepted.
3. The decision to accession collections is determined by Sacramento State's ACF Collections Committee upon the recommendation of the ACF Director. The collection is evaluated based on whether the assemblage fits within the ACF Scope of Collections, the size of the collection, available space, the integrity of the collection, and other factors.
4. Collections accessioned must meet ACF *Guidelines for the Curation of Archaeological Remains*. Collections may be rejected at a later date regardless of approval of this request if the collection does not meet ACF standards. The *Guidelines* are available electronically upon request.
5. An approved Accession Number Request Form does not equate to a Curation Agreement.

Signature: _____

Date: _____

Name: _____

Title: _____

*****ACF USE ONLY*****

Curation Request Approved?

☐ Yes

☐ No

Approved by:

Signature: _____

Date: _____

Name: _____

Accession number assigned by: _____

Date: _____