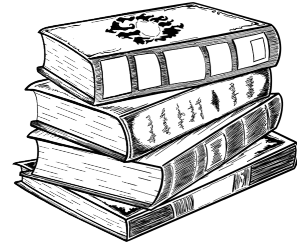


AMERICAN SIGN MUSEUM LIBRARY



Research Request

Overview

Individuals or organizations may request the American Sign Museum (ASM) to conduct or provide research for outside research projects. ASM examines each research request on a case-by-case basis to ensure that it falls within the scope of the Museum's collection and staff expertise. Please be as specific as possible and provide as much information about the project including, but not limited to:

- Description of the research topic
- Any preliminary work
- Time frame
- How the information will be used
- What format(s) are needed, i.e. photos, text, artifacts, etc.

Please allow ASM staff up to three (3) weeks to conduct research and provide you with a digital copy of the findings report. If a hard copy is requested, please provide an additional one (1) week to account for mail times.

Research Fees

An initial estimate for time and cost will be provided. When a research request is approved, ASM staff agree to apply best efforts to your research, but what may be found cannot be guaranteed. Your fee will reflect staff time, regardless of the results. Revenues are used by to support the Museum's collection in addition to the work of The Foundation for the Advancement of the Sign Industry (FASI), Save Old Signs (SOS), and CoSign. By submitting this request, you agree to the fees listed below regardless of research outcomes.

- \$30 per 60 minutes
- \$20 per 60 minutes for ASM Members at the Friend-level and above
- \$15 per 60 minutes for non-profit organizations

An additional \$50 rush fee will be placed on any request required within 24-48 hours.

For additional information, please contact Curator of Collections and Programming, Casey Goldman-Davis at cgoldman-davis@americansignmuseum.org or (513) 701-2182

Regulations from American Alliance of Museums (AAM), International Council of Museums (ICOM), and IRS prohibit Museum staff from offering value appraisals of any kind, including authentication of artifacts, objects and documents. Should your research involve appraisal, the list below may help locate specialists. The American Sign Museum does not endorse any of the organizations below and the Museum does not guarantee that appraisals will be qualified under IRS rules. Careful research of the Prospective appraisal firm is strongly advised.

Appraisers Association of America
www.appraisersassociation.org

American Society of Appraisers
www.appraisers.org

International Society of Appraisers
www.isa-appraisers.org