

IV ACCESSIONS COMMITTEE:

1. The membership of this committee shall consist of a chairman and a sufficient number of members to make expert opinion available upon the chief kinds of material (documents, paintings, portraits, Indian relics, handicrafts, coins and medals, furniture and household utensils, arms and armour, books, etc.) which the Museum receives or may expect to receive.

2. These specialists do not all need to be residents of Montreal but should be available for consultation.

3. The majority shall always be members of the University.

4. Their duties shall be:

(a) To see that the Secretary promptly acknowledges receipt of material on a form stating that it will be submitted at the next meeting of the Accessions Committee.

(b) To accept or reject ^{promptly} all material offered to the Museum either as a gift or for sale.

(c) To see that the Secretary, without delay, either returns unsuitable material with an appropriate letter, or reports the favourable decision of the Committee with an expression of thanks for the donation, or obtains the Chairman's signature of approval to the bill rendered for objects purchased.

(d) To attempt, either in person or by correspondence, to keep in touch with available sources of material for the increase of the collection.

(e) To see that, with each object purchased or accepted as a donation, authentic information as to identification, source, history, and donor is supplied and is properly entered in the accession book and that as much of this information as may be advisable is typed upon proper labels.