



Historical material relating to the South Australian School of Art

Please return this proforma (marked 'SASA History Project') to:

The South Australian School of Art
University of South Australia
GPO Box 2471
Adelaide
SA 5001

Email: sasa@unisa.edu.au
Fax: 08 8302 0670

Name:	
Address:	
Email:	
Phone number:	

Do you have any material relating to the South Australian School of Art?

If so please fill in relevant parts of this proforma.

Please note: not all sections need to be filled in and can be deleted to reduce file size.

If you do, would you be prepared to loan material?

(A loan agreement will be signed)

Purpose of loan	Yes	No
An exhibition		
Digitisation for display/publication		
Inclusion in a publication		

If you do, would you be prepared to donate material?

(Material will be appraised for suitability prior to acceptance)

	Yes	No
Archival donation to University Archives		

Do you have any of the following?

Item	Place X if items held
Correspondence/minutes	
Diaries/journals	
Scrapbooks	
Exhibition invitations	
Exhibition catalogues	
Other documents such as awards certificates, valedictories	
Large paper records (plans, maps, awards), posters	
Student art works (prints, paintings, sculpture etc)	
Student assignments (essays, journals etc)	
Slides	
Photographs – with captions – who, what, when, where	
Photographs – unidentified	
Films, videos recordings, sound recordings	
Oral histories	
Realia – medals, badges, stickpins, trophies (good for exhibition)	
Other	

If yes please indicate on this form the amount, condition, subject matter and time period covered. If necessary attach additional pages.

1. Correspondence, minutes of meetings, diaries/journals, scrapbooks. Other documents such as awards, certificates, valedictories. Large paper records, plans, maps, other

<p>Type of material eg diaries</p>	
<p>Amount of material measured in cms or metres</p> <p>eg folder width of spine 7cm; bundle of files 1metre wide</p>	
<p>Condition of material</p> <p>Good</p> <p>In need of repair/conservation (eg evidence of pests, mould, dirt, physical damage from wear, water)</p>	
<p>Subject matter</p>	
<p>Time period covered eg1960-62</p>	

2. Photographs (named), photographs (unnamed), slides, videos, filmstrips, oral histories

Type of material eg. slides	
Amount of material If a few items, please list (eg 2 videos, 4 photographs) If a lot of items, please measure in cms/metres (eg 10 albums = 1 metre)	
Condition of material Good In need of repair/conservation (eg evidence of pests, mould, dirt, physical damage, fading)	
Subject matter	
Time period covered eg 1960-62	

3. Student assignments, student art works

Type of material eg. painting	
Amount of material eg. 3 prints, cms/metres for bundles of paper-based material; height/width/depth for three dimensional artworks	
Condition of material Good In need of repair/conservation (eg physical damage, fading)	
Subject matter	
Time period covered eg 1960-62	

4. Exhibition invitations, exhibition catalogues, posters

Type of material eg. invitation	
Amount of material (eg 2 invitations or bundle of catalogues = 40 cm)	
Condition of material Good In need of repair/conservation (eg physical damage)	
Subject matter/event(s)	
Time period covered eg 1960-62	