

We are actively seeking items related to the WRA “Heart Mountain Relocation Center” and Japanese American incarceration.

Artifacts and objects: artwork, furniture, personal effects, other

Archival material: photos, personal papers, correspondence, manuscripts, records, journals/diaries, recordings, etc.

Works: published or unpublished – including memoirs, fiction, and non-fiction

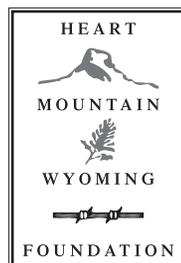


Donations should be reflective of the Heart Mountain Wyoming Foundation mission:

- *Preserve and memorialize the Heart Mountain World War II Japanese American Confinement Site and the stories that symbolize the fragility of democracy;*
- *Educate the public about the history of the illegal imprisonment of Japanese Americans at Heart Mountain during World War II and its impact on the Big Horn Basin;*
- *Support inquiry, research and outreach to highlight the lessons of the Japanese American confinement and their relevance to the preservation of liberty and civil rights for all Americans today.*

Collections Care Fund

We always appreciate cash contributions that help us with collections care and management, and the costs associated with processing, preserving, storing, protecting and growing the collections. Checks can be made to the “Heart Mountain Wyoming Foundation” and mailed to the address below. Contributions to this fund can also be made via credit card by visiting our online store at <http://www.shopheartmountain.org/>.



Heart Mountain
Wyoming Foundation
1539 Road 19
Powell, WY 82435
307-754-8000
archives@heartmountain.org



Donor Guide *Archives and Collections*



*Thank you for considering the
Heart Mountain Wyoming Foundation
for your donation.*

Donating to the HMWF in 3 easy steps

What to Expect Today:

1. Transfer of items

We have a cart and boxes/plastic if needed and can help you if your items are still in your vehicle or we are having inclement weather.

If the Archivist is available, we will have you take your items to the LaDonna Zall Research Center. Otherwise, a staff member will receive your donation at the front desk.

2. Fill out the Temporary Custody Receipt

After the form is complete, we will provide you with a copy of the receipt and you may keep this guide for your reference.

Please note: The HMWF, inclusive of its staff, board members, and affiliates, cannot provide appraisals for tax, estate, replacement, auction, market value or insurance purposes.

Qualified personal property appraisers can be located through the *American Society of Appraisers* (ASA), the *International Society of Appraisers* (ISA), or similar certification agencies. Personal property appraisers are not regulated by federal or state governments.

What Happens Next:

In the next 2-3 weeks, the Archivist will confirm that the item(s) is appropriate for our collections and will evaluate our ability to properly provide for the preservation, conservation and ease of research access for your donation. The Archivist may contact you if there are questions. If the HMWF is not the right place for all or a portion of your donation, we will follow your instructions on the *Temporary Custody Receipt* regarding disposition.

If accepted, your donation will become part of our Permanent Collection or the Education and Reference Collection. Select items may go to each. We will mail you additional documents to formalize the legal transfer of the donation and offer you the opportunity to provide us with more information about your donation and its relevant history.

3. Complete and return the Deed of Gift and Provenance Form

And finally, we will send a *thank you* letter. If you have authorized us to do so, we may publically acknowledge your gift and any “in honor/in memory” dedications you have stipulated. If you prefer to remain anonymous, we will honor your wishes to remain private. You can indicate your preferences on the *Deed of Gift* form.



For the Future:

Donating from home?

Please contact us *before* sending your item(s) by any of the following methods:

- **Email:** archives@heartmountain.org
- **Postal mail:**
Attn: Archivist, HMWF
1539 Road 19
Powell, WY 82435
- **Phone:** 307-754-8000 x103
(Archives/Research Room)
- **Visiting the Interpretive Center**
(if bringing the donation with you, advanced notice is appreciated)

We will correspond with you through mail, email, phone or in-person to learn about and assess your prospective donation. If there are special considerations (size, weight, condition, fragility, restrictions, or potential hazards), we will work with you to address any issues. We will then coordinate the mail-in or physical transfer of your donation to help ensure its safe arrival.

Please consider the Heart Mountain Wyoming Foundation in your will or estate plans.