

**Object Name** \_\_\_\_\_  
**Other#** \_\_\_\_\_ **Category** \_\_\_\_\_  
**Old #** \_\_\_\_\_ **Subcategory** \_\_\_\_\_  
**Reference code** \_\_\_\_\_  
**Accession/Loan#** \_\_\_\_\_ **Accession/Loan Date** \_\_\_\_\_  
**Received as** \_\_\_\_\_ **Received date** \_\_\_\_\_  
**Source** \_\_\_\_\_  
**Credit line** \_\_\_\_\_  
**Home location** \_\_\_\_\_  
**Collection** \_\_\_\_\_

<b>Form Completed by:</b> _____
<b>Form Completion Date:</b> _____
<b>Approved by:</b> _____
<b>Cataloged by:</b> _____
<b>Cataloged Date:</b> _____

**Scope & Content** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date** \_\_\_\_\_ **Year Range** \_\_\_\_\_  
**Status** \_\_\_\_\_ **Status date/by** \_\_\_\_\_

**Narrator** \_\_\_\_\_  
**Interviewer** \_\_\_\_\_  
**Interview Place** \_\_\_\_\_ **Interview date** \_\_\_\_\_  
**Interv Length** \_\_\_\_\_ **Donor signed** \_\_\_\_\_

**Transcript by** \_\_\_\_\_ **Transcript date** \_\_\_\_\_  
**Transcript loc** \_\_\_\_\_ **Transcript Reviewed** \_\_\_\_\_  
**Record media** \_\_\_\_\_ **Media quantity** \_\_\_\_\_

**Restrictions** \_\_\_\_\_  
\_\_\_\_\_

**Event** \_\_\_\_\_

**Oral History Recording Information:**

Media ID/Side	Start Time	Subjects Covered
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

---

---

PastPerfect 5.0 Data Entry Form - Archives Catalog (Oral History) Object ID#: \_\_\_\_\_

---

---

Condition \_\_\_\_\_ Condition by/Date \_\_\_\_\_

Condition notes \_\_\_\_\_

Display Value \_\_\_\_\_ Inventoried by/Date \_\_\_\_\_

Temp location \_\_\_\_\_

Moved by/Date \_\_\_\_\_ Authorized By/Until \_\_\_\_\_

Reason \_\_\_\_\_ Notes \_\_\_\_\_

Legal Status \_\_\_\_\_

Appraiser \_\_\_\_\_ Acq value \_\_\_\_\_ Current value min \_\_\_\_\_

App notes \_\_\_\_\_ Value date \_\_\_\_\_ Current value max \_\_\_\_\_

Ins company \_\_\_\_\_ Ins policy# \_\_\_\_\_

Ins rep \_\_\_\_\_ Ins phone# \_\_\_\_\_

Ins value \_\_\_\_\_ Ins premium \_\_\_\_\_ Policy exp date \_\_\_\_\_

Related Publications \_\_\_\_\_

Notes on Related Items \_\_\_\_\_

Notes \_\_\_\_\_

People \_\_\_\_\_

Classification \_\_\_\_\_

Subjects \_\_\_\_\_

Search terms \_\_\_\_\_