



c/o LCMM  
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# Care and Management of Archival Collections



**December 10, 2007**  
**Vermont Ski Museum, Stowe, VT**  
**9:30 am- 4:00 pm**

Archival, or document, collections can be found in every museum and historical society, but most small institutions do not have an archivist and do not understand the special needs of an archival collection. At this workshop you will learn the basics for conducting the initial processing of an archival collection, as well as learning how to store, handle, and care for the materials in these collections— including paper, photographs, and multimedia.

The cost for the workshop is only \$20 for VMGA members, \$30 for non-members and includes handouts & supplies. Lunch is on your own. To register, please complete the enclosed form & return with payment to the VMGA office.

*Snow Date: December 12th*

## 2007 Archival Care & Management— Registration Form

Name \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Fee Enclosed: \_\_\_\_\_ \$20 VMGA Member \_\_\_\_\_ \$30 Non-member