NYSM Mineralogy Policy Regarding Outgoing Loans

Outgoing Loans
All loans are made to institutions, not individuals.

Loan requests are subject to review by the Curator of the Geology Collections. To grant a loan the following conditions have to be taken into consideration:

1. The physical condition of the specimen;
2. The length of time for which the loan is requested;
3. Environmental conditions to which the specimen would be subjected (This does not apply to all the specimens. The curator in charge will decide which of the specimens fit into this category);
4. Safety of the specimen.

A written request to the appropriate Curator stating the reason for the request, the specific specimen(s) needed, the intended use, and the time period is required for a loan to another institution. An insurance certificate based on the market value of the specimen is also required.

Requests to borrow NYSM Mineralogy specimens should be made in writing to the Curator of Mineralogy:

Dr. Marian Lupulescu
New York State Museum
3140 CEC
Albany NY 12230

The Request may be submitted electronically as an email attachment to marian.lupulescu@nysed.gov.

Incoming Loans
The curator will be responsible for any incoming loans utilized for research. The curator will be responsible for requesting any incoming loans that will be featured in any exhibitions.

Any conditions set on an incoming loan must be reviewed by the curator; these conditions concur with the policy and procedure as presented in the Museum's Collection Policy.