

07 NCAC 04R .0802 DISPOSITION OF ARTIFACTS; LOANS

(a) Accessioned archaeological artifacts shall not be deaccessioned unless they have been certified by the North Carolina Historical Commission to have no further value for scientific research and reference purposes. The Commission must consider:

- (1) whether the artifacts possess any new or undiscovered historical or archaeological information to add to the scientific community; and
- (2) whether other comparable artifacts exist, so that there is no reason to retain the artifacts for future scientific research and reference purpose.

(b) Artifacts in the custody of the Office of State Archaeology shall be loaned only for:

- (1) museum or research purposes;
- (2) non-museum public display by local, state, or federal agencies; or
- (3) to institutions for the purpose of public education.

(c) Loaned artifacts, specimens, documents, and records shall be maintained in the condition in which they were delivered. The borrower shall insure the articles against loss or damage for two times the amount of its fair market value as of the date the artifact was delivered. The artifacts shall be packaged in a manner that protects them from damage.

(d) The artifacts, specimens, documents, and records shall remain the property of the State of North Carolina and may be removed by the State with 10 days' written notice to the borrower. An item may be removed if the item has been damaged in any way or if there is a threat of theft or damage to the item. Notwithstanding any other provision of this Rule, an item may be immediately removed if requested by the borrower in writing to the State Archaeologist.

(e) Written authorization may be issued by the Office of State Archaeology to permit photography or duplication of any artifact of any kind. Requests shall be made in writing to the State Archaeologist and include: the name, address, and telephone number of the requestor, a description of the item being photographed or duplicated, and a statement describing the need for photographing or duplicating the items. An acknowledgment credit shall identify each artifact image with the Office of State Archaeology, North Carolina Division of Archives and History. The Office of State Archaeology may deny authorization if:

- (1) photography or duplication would degrade the quality of the item, such a fading or cracking from overexposure to light, air or moisture; or
- (2) handling of the item during photography or duplication would increase risk of damage to the item, such as accidental dropping, theft, or vandalism.

(f) All requests for loans of artifacts shall be submitted in writing to the State Archaeologist at least 30 days before the requested loan period. All requests shall include:

- (1) the requestor's name and address;
- (2) a statement describing the purpose for the loan, such as an exhibit, study, conservation;
- (3) a description of the requested object(s); and
- (4) the proposed loan period.

Requests shall be submitted to State Archaeologist, North Carolina Office State Archaeology, 4619 Mail Service Center, Raleigh NC 27699.

(g) A written contract between the borrower and the Division of Archives and History containing the period and conditions of the loan shall be signed prior to the lending of any artifact.

*History Note: Authority G.S. 121-2(8); 121-4(12); 121-5(b); 121-7; 121-8(c); 143B-62;
Eff. February 1, 1985;
Amended Eff. April 1, 2001; June 1, 1989;
Readopted Eff. June 1, 2017.*