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**Great North Museum: Hancock**

**Destructive and Invasive Sampling Request**

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The Great North Museum: Hancock is responsible for collections owned by the Society of Antiquaries of Newcastle upon Tyne (SANT), the Natural History Society of Northumbria (NHS) and Newcastle University.

These collections are overseen by the GNM: Hancock’s curatorial team which comprises the Keeper of Archaeology, Assistant keeper of Archaeology, Keeper of Biology and Assistant Keeper of Geology.

These collections are held, amongst other things, to benefit the wider research community and the underlying assumption is that they are available for research and to sample.

When dealing with requests to sample collections, the GNM: H will balance the benefit of creating new knowledge through the use of destructive sampling against the need to preserve the collections for future generations. If it is at all possible to answer a specific research question without destructive sampling the request will be denied. The GNM: H will also take into account academic credentials and the institutions involved in any research project before making a recommendation to proceed with a request. All sampling decisions will keep in mind questions of public interest. The Keepers of Biology and Archaeology can advise on a particular course of action but the final decision lies with the collection owners.

All sampling should be minimally destructive and any removal of material fully documented. In addition, any relevant research findings will be shared with the Museum and added to the relevant collection’s documentation.

All requests for sampling should be directed, in the first instance, to the relevant Keeper, who can answer any questions and provide additional information.

Please note that requests to sample Human Remains have a separate process. Please consult the **Human Remains Research Access Policy and Sampling Request Form** via <https://greatnorthmuseum.org.uk/collections/research-and-sampling>

**Research Access**

To be completed by all applicants

Applicant Name:

Academic affiliation:

Email:

Postal address:

Telephone:

Academic status of applicant Masters student/PhD student/University employee (please specify job title)/Other (please specify):

Name of supervisor:

Email:

Telephone:

Postal address:

For student applications a letter of recommendation from your supervisor should be submitted together with this form.

Aims and purpose of research. Please explain the nature of your research and why the material you are requesting access to is needed for it. Include the overall rationale for your research and how the relevant Great North Museum: Hancock collection contributes to this.

If your request entails Natural Science material please note that if extinct, endangered, historic or type specimens are being requested, their inclusion must in particular be fully justified. Continue on an additional sheet if necessary.

* Please detail what destructive techniques are to be used
* What specific research questions will the analyses address?
* What is the likelihood of useful information being obtained?

Data to be recorded and methods to be used:

Dates when access is required:

Is loan of material requested? YES/NO

Please note that we are unable to loan material to individuals. The GNM will consider loans to public museums, galleries, libraries, archives, educational institutions and other public domains that can prove to have an acceptable level of security and suitable environmental conditions. Requests will be welcomed from the UK and international institutions.

Please refer to our full **Loans Policy** via <https://greatnorthmuseum.org.uk/collections/loans>

Is publication intended? YES/NO If yes please give details

We draw your particular attention to the following Destructive and Invasive Sampling terms and conditions:

• I undertake to return any remaining material.

• I will provide a copy of any publication resulting from the analysis of these samples or image made of the samples for publication.

• I submit that the analysis of these samples is intended solely for academic research, for exactly the purpose stated above and no other and is not for commercial purposes. No material is to be forwarded to other researchers not named on this form or used for any other purposes without the express written permission of the Great North Museum: Hancock.

I have read and accept the procedures and terms of access Signature of applicant (scanned signature acceptable)

Name:

Date:

Countersignature by supervisor (students only; scanned signature acceptable)

Name:

Date:

Please return completed forms to:

Andrew Parkin (andrew.parkin@twmusuems.org.uk), for archaeological and ethnographic enquiries.

Dan Gordon (dan.gordon@twmuseums.org.uk), for natural science enquiries.