

## Donor Questionnaire

Use this form to tell us about your records.

Please provide the name of the person/family, organization, or business who created the records.

Types of Records:

Check all that apply

- Textual Records and Documents
- Letter and Diaries
- Photographs
- Maps and Plans
- Architectural Drawings
- Documentary Art
- Sound and Moving Image Records
- Emails
- Digital Photographs
- Databases
- Other - Please describe

Describe the records and their context:

Provide information concerning the person, family, organization or company who created the records, as well as details about which activities are documented within the records:

What is the Date Range of the Records?

E.g "1900-1950" or 1920s.

Describe the condition of the records, eg. Good, Fair, Poor. Indicate the presence of mould, dirt, water damage, etc.

**All information received will be treated in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA).**

Please Provide your contact information:

Name of person(s), company, or association offering the records for donation.

Name:

Business Name:

Street Address:

City:

Province:

Postal Code:

Telephone:        Ext:

Fax:

Email Address:

Additional Comments (optional)

Please send it to the address below.

Archives of Ontario

134 Ian Macdonald Blvd.,

Toronto, Ontario

M7A 2C5

Fax: 416-327-1999

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