Visit the Local History Room of the Plainfield Public Library NJ

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Mary Ellen Rogan
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Assuring the Future Of Your Photographs Documents Books Souvenirs Memorabilia

Consider making them available for research at the Plainfield Public Library
### What Issues Should I Consider?

- Do my items have historical & research value?
- Do I own the item outright or have I made a prior commitment to family members?
- If my treasures have monetary value, should I sell them?
- Have I sorted through my collections for extraneous photographs, letters, etc.?
- Have I allowed myself enough time to review my collections and decide what to keep and what to donate?
- Will I be able to bring the items to the library for review or will I need a librarian to visit my home?
- Am I able to make a monetary donation to help cover the expense of archival supplies and processing?

### What Types of Items Are Important?

- **Photographs** – Family photos documenting milestones and personal memories, such as weddings, graduations, birthdays and the like.
- **Scrapbooks** – Albums that highlight family reunions, celebrations, and other occasions.
- **Correspondence** – Handwritten or typed personal letters, postcards, and telegrams.
- **Personal Documents** – Local diplomas, birth certificates, deeds, wills, etc.
- **Bible Records** – Family records of births, deaths, and marriages.
- **Diaries & Journals** – Personal and family histories that shed light on a person’s life or local events.
- **Books** – Yearbooks, class directories, published genealogies, etc.
- **Other** – Artifacts, ephemera, and other memorabilia.

### Choosing the Right Repository

- Should I donate my items to
  - My local library?
  - The historical society?
  - A museum?
  - A statewide agency?
- Do my items pertain to Plainfield or to another locale?
- Will the library give me a statement of value for my taxes? Will I need to get a private appraisal?
- How will the agency store, display and/or make my donated items accessible?
- May I alter the donor agreement and place restrictions on my gift?

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*Our Library staff welcomes the opportunity to talk with you about your collections.*