

Hertford Museum Archaeology Deposition  
Information and Fees 2023



HERTFORD MUSEUM

*Inspiring Generations*

Towns and villages from which Hertford Museum collects:

Albury	Cole Green	Little Munden
Anstey	Cottered	Meesdon
Ardeley	Dane End	Puckeridge
Aspenden	Furneux Pelham	Sacombe
Bayford	Great Hormead	Standon
Bengeo	Great Munden	Stapleford
Birch Green	Hertford	Stocking Pelham
Bramfield	Hertford Heath	Tewin
Braughing	Hertingfordbury	Tonwell
Brent Pelham	High Cross	Watton at Stone
Brickendon	Little Amwell	Westmill
Buckland	Little Berkhamstead	Wyddial
Buntingford	Little Hormead	

Charges:

The charge of £150 per unit is levied by the Museum.

One unit is:

- a small finds box
- a bulk finds box
- a large unboxed object
- a documentary Archive box
- a roll of documents/ drawings

In addition, the unit price will increase by £10 year on year to be reviewed during the documents yearly review. The charge applicable will be calculated by current charges at the date of deposition, not the date of notification.

All finds should be marked with an identifying site code and packaged appropriately in acid free boxes with copper staples or Stewart boxes where appropriate.

All paper archive should be packaged in acid free boxes and wallets.

Digital images on compact disc are welcome but must be accompanied by hard copy prints.

Failure to comply with this information will result in depositing units having additional charges added to their invoice to cover the cost of supplying appropriate archival quality packaging.