

NORTHEAST DOCUMENT CONSERVATION CENTER

Conservation of Library Materials and Art on Paper

Abbot Hall - 24 School Street

Andover, MA 01810-4099

Mary Todd Glaser
Senior Conservator

(508) 470-1010

Ann Russell
Director

B6 - L1

RECEIVED FROM (Owner or Authorized Agent)
Shelburne Historical Society
P. O. Box 28
Shelburne, VT 04582
Attn: Jane Westervelt
Object manuscript map
Artist or Author OS. Spear, Surveyor
Place/Date 1876
Title or Subject Map of Shelburn

Date August 5, 1988
Job # 88.252.1 of 2 LB
Dimensions 25" x 33" approximately
Medium pen and ink
Support medium weight wove paper
Mount loose weave fabric backing
Signature/Distinguishing Marks

Frame none
Glazing none
Mat none
Box

CONDITION ON RECEIPT:

This manuscript map is in very poor condition. The paper is extremely brittle, with many tears and edge losses. The numerous tears have been mended with a "scotch" type tape. Part of an old stitched mend still exists. The map has been backed with a loose weave fabric which has released in many areas. It was received rolled, with sticks nailed to top and bottom.

There is a lot of surface dirt, grime and many small stains.

RECOMMENDED TREATMENT:

Provide client with color slides as a record of treatment.

Surface clean to reduce grime.

Remove tape and residual staining with appropriate solvents.

Test solubility of medium. If medium allows, wash in water to clean and reduce acidity of paper. Remove fabric backing and adhesive residue during washing.

Alkalize by immersion in an aqueous solution of an alkaline salt to guard against the possibility of future acid attack.

Back object with Japanese paper for added strength. The adhesive will be wheat starch paste.

OPTIONS:

1. Inpaint areas of loss along tears in support or design with watercolor.
Additional \$310. - 440. YES ☐ NO ☐
2. Encapsulate in polyester film to reinforce and to protect against dirt, handling and atmospheric pollution.
Additional \$30. YES ☒ NO ☐

It is understood and agreed between the parties to this agreement that the treatment may be modified or halted should new problems arise. After consultation with the Owner or Authorized Agent, a new estimate may be given if the problems are more difficult and time-consuming than apparent at first.

ESTIMATED COST OF TREATMENT not including insurance, delivery or other, \$ 335. - 425. + option(s) if desired

OWNER'S STATEMENT OF INSURANCE VALUE: maximum liability limited to \$ 1000 -

Unless the owner's insurance policy provides the standard all risk perils and the owner's insurance company sends the Center a waiver of subrogation, all works left here must be insured under our policy at a rate of \$ 1 per month per \$ 1,000 value. The NORTHEAST DOCUMENT CONSERVATION CENTER expresses no opinion as to the actual value or authenticity of the above described object.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat the above object(s) as proposed herein. All treatment will be done for the account and at the risk of the Owner without liability to the NORTHEAST DOCUMENT CONSERVATION CENTER for negligence or otherwise.

Bills are payable upon receipt. Objects must be picked up within 30 days after work is completed, unless alternate arrangements are made.

Please sign and return white copy.

Jane S. Westervelt
OWNER OR AUTHORIZED AGENT

9-26-88
DATE

Loraine J. Bigney
NORTHEAST DOCUMENT CONSERVATION CENTER

8/5/88
DATE

NORTHEAST DOCUMENT CONSERVATION CENTER

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P. O. Box 28
Shelburne, VT 04582
Attn: Jane Westervelt

Date August 5, 1988

Frame none

Job # 88.252.2 of 2

GEA

Dimensions 25" x ?

Medium probably pen and ink

Glazing

Support medium weight wove paper

Mat

none

Mount fabric backing

Box

Object manuscript map

Artist or Author

Signature/Distinguishing Marks

Place/Date

Title or Subject

CONDITION ON RECEIPT:

This map is in extremely poor condition. It was received rolled and is too fragile to open without causing serious damage. The paper has been backed with cloth. Both paper and cloth are very brittle and acidic and have been extensively torn. Basically, the map is in shreds.

The treatment will be unpredictable. Inks cannot be tested beforehand as we can't get to them. Putting the map together may end up being like doing a jigsaw puzzle.

This estimate is a guess only. Once treatment has begun a more accurate assessment can be provided.

RECOMMENDED TREATMENT:

Provide client with color slides as a record of treatment.

Surface clean to reduce grime after the object has been backed.

Wash in water to clean and reduce acidity of paper.

Alkalize by immersion in an aqueous solution of an alkaline salt to guard against the possibility of future acid attack.

Align tears and back object with Japanese paper for added strength. The adhesive will be wheat starch paste. The backing will serve to fill the losses.

Flatten between felts or blotters under pressure.

OPTION:

Encapsulate in polyester film to reinforce and to protect against dirt, handling and atmospheric pollution.

Additional \$35. YES ☒ NO ☐

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ESTIMATED COST OF TREATMENT not including insurance, delivery or other, \$ 515. - 955. + option if desired

OWNER'S STATEMENT OF INSURANCE VALUE: maximum liability limited to \$ _____

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