



**SURPLUS PROPERTY DIVISION**  
**ALABAMA SURPLUS PROPERTY PROGRAM**  
**MUSEUM ACCESS AGREEMENT** (rev. 12-2018)

As part of the Federal Surplus Personal Property Donation Program eligibility requirements for "museums", pursuant to Section 23 of Public Law 114-287 and Federal Management Regulation (FMR) Part 102-37, I agree that from an operational standpoint toward fulfilling our museum's mission and function for the general public that *(insert name of museum)*

will accede to any request submitted for access during typical "business" hours, interpreted here to be approximately 9:00 AM to 4:00 PM, Monday through Friday, although a reasonable variation from these hours may be considered due to individual circumstances *(e.g., location of museum requiring strict business hours that deviate the aforementioned time parameter)*.

Name of Chief Museum Official:

Title:

Signature:

Date:

Museum Address:

City, State and ZIP:

E-mail Address:

Phone Number: