



Connie Henke Yarbro Oncology Nursing History Center

Thank you for considering the Connie Henke Yarbro Oncology Nursing History Center for your collection. Materials from donors like you help the Center fulfill its mission of capturing and preserving the history of the oncology nursing profession and the Oncology Nursing Society, Oncology Nursing Foundation, and Oncology Nursing Certification Corporation. Please complete the following checklist to assist the Center in preparing to receive your materials. Center staff is available to guide you through this process.

1. Determine what materials you wish to donate to the Center.
2. These steps are recommended, but not required:
 - a. Create an inventory of your collection (see attached template) and send it to the Center.
 - b. Take pictures of your collection materials and send them to the Center. An inventory and/or pictures of your materials will assist Center staff in assessing your collection.
3. The Center will contact you if they are able to accept your collection.
4. If your collection is approved for transfer to the Center, please fill out the following forms:
 - a. **Donations: Collection Information**
 - b. **Donations: Deed of Gift**
 - c. **Donations: Box Contents**