

**Object Name** \_\_\_\_\_  
**Other#** \_\_\_\_\_ **Category** \_\_\_\_\_  
**Old #** \_\_\_\_\_ **Subcategory** \_\_\_\_\_  
**Reference code** \_\_\_\_\_  
**Accession/Loan#** \_\_\_\_\_ **Accession/Loan Date** \_\_\_\_\_  
**Received as** \_\_\_\_\_ **Received date** \_\_\_\_\_  
**Source** \_\_\_\_\_  
**Creditline** \_\_\_\_\_  
**Home location** \_\_\_\_\_  
**Collection** \_\_\_\_\_

**Form Completed by:** \_\_\_\_\_  
**Form Completion Date:** \_\_\_\_\_  
**Approved by:** \_\_\_\_\_  
**Cataloged by:** \_\_\_\_\_  
**Cataloged Date:** \_\_\_\_\_

**Scope & Content** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date** \_\_\_\_\_ **Year Range** \_\_\_\_\_  
**Status** \_\_\_\_\_ **Status date/by** \_\_\_\_\_

**Album title** \_\_\_\_\_  
**Group** \_\_\_\_\_  
**Primary Artist** \_\_\_\_\_ **Other artists** \_\_\_\_\_  
**Instrument** \_\_\_\_\_ **& Instruments** \_\_\_\_\_

**Record. Label** \_\_\_\_\_ **Genre** \_\_\_\_\_  
**Record. Media** \_\_\_\_\_

**Track List Information:**

	<b>Length</b>	<b>Title</b>	<b>Composer/Group/Artists &amp; Instruments</b>
<b>Track 1</b>	_____	_____	_____
<b>Track 2</b>	_____	_____	_____
<b>Track 3</b>	_____	_____	_____
<b>Track 4</b>	_____	_____	_____
<b>Track 5</b>	_____	_____	_____
<b>Track 6</b>	_____	_____	_____
<b>Track 7</b>	_____	_____	_____
<b>Track 8</b>	_____	_____	_____
<b>Track 9</b>	_____	_____	_____
<b>Track 10</b>	_____	_____	_____
<b>Track 11</b>	_____	_____	_____
<b>Track 12</b>	_____	_____	_____

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PastPerfect 5.0 Data Entry Form - Archives Catalog (Music) Object ID#: \_\_\_\_\_

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Condition \_\_\_\_\_ Condition by/Date \_\_\_\_\_

Condition notes \_\_\_\_\_

Display Value \_\_\_\_\_ Inventoried by/Date \_\_\_\_\_

Temp location \_\_\_\_\_

Moved by/Date \_\_\_\_\_ Authorized By/Until \_\_\_\_\_

Reason \_\_\_\_\_ Notes \_\_\_\_\_

Legal Status \_\_\_\_\_

Appraiser \_\_\_\_\_ Acq value \_\_\_\_\_ Current value min \_\_\_\_\_

App notes \_\_\_\_\_ Value date \_\_\_\_\_ Current value max \_\_\_\_\_

Ins company \_\_\_\_\_ Ins policy# \_\_\_\_\_

Ins rep \_\_\_\_\_ Ins phone# \_\_\_\_\_

Ins value \_\_\_\_\_ Ins premium \_\_\_\_\_ Policy exp date \_\_\_\_\_

Related Publications \_\_\_\_\_

Notes on Related Items \_\_\_\_\_

Notes \_\_\_\_\_

People \_\_\_\_\_

Classification \_\_\_\_\_

Subjects \_\_\_\_\_

Search terms \_\_\_\_\_