Brandenburgisches Landeshauptarchiv

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There are templates and documents referenced at different points in the book for you to use and modify as needed to fit your circumstances. Examples of these templates and documents include a collections policy worksheet, an appraisal scorecard, a blank deposit agreement, a facilities assessment questionnaire, and a reference policy among others. The templates and documents are available free to you via download from the AASLH website at https://learn.aaslh.org/archivalbasics as Word and/or PDF documents.

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