

Petaluma Wildlife Museum Loan Policy

The Petaluma Wildlife Museum is excited to offer loans of taxidermy, study skins, skeletal materials, models, and other educational materials from our collection for educational purposes to members of Sonoma County, California and other neighboring communities. We are currently unable to ship loans or provide materials for destructive sampling of our collection.

All requests must be submitted in writing (email: collections@petalumawildlifemuseum.org) at least 2 weeks in advance and the loan must be approved by the PWM collection manager.

Requests must contain: the primary contact for the loan with their email and phone number, the purpose of the loan, the location the items will be kept, a list of the items desired, and the dates desired for the loan (maximum of a 2 week period with the option of requesting an extension)

Once the loan is approved by the collections manager, the borrower must make an appointment to pick up the loan. During pick up, the borrower will inventory the loan and review the current condition of the items and the collection manager will also go over proper handling and housing of the specimens. Before leaving, a return date and time will be scheduled.

When the borrower returns the items, they will conduct a final inventory and condition review with the collections manager.

The borrower is liable for any damage to the items while in their possession and may be charged an additional fee for repairs. Please report damage to the collections manager and please do not try to repair it yourself. The borrower will also be financially responsible for any items that go missing while on loan.

Please send all inquiries to the Collection Manager, Theresa (Terri) Barclay:
collections@petalumawildlifemuseum.org
