

University of Georgia Herbarium [GA]
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UNIVERSITY OF GEORGIA HERBARIUM (GA)

Collection Acquisition Policy

- **Criteria.** To be accepted for the permanent collection, specimens must:
 - have scientific importance
 - be of reasonable quality
 - include adequate documentation (i.e., complete label data)
 - have been collected in full compliance with all laws and regulations of the country of origin, the State of Georgia, and the federal government of the United States. GA Herbarium will refuse to accept specimens if the circumstances of their collection involved destruction of sites or when state or federal laws or international treaties (such as CITES) have been violated.
- **Acquisitions.** The University of Georgia Herbarium [GA] acquires specimens for the permanent collection via:
 - **Field work** by staff and their students
 - **Gifts** from individuals and institutions
 - **Exchange** with other institutions
 - **Purchase**
- **Desiderata.** GA accepts vascular plant specimens collected anywhere in the world that meet the above criteria. We especially seek:
 - native and naturalized plants from Georgia
 - native and naturalized plants from the other southeastern United States (Alabama, Florida, Mississippi, North Carolina, South Carolina, Tennessee)
 - ornamental plants--particularly those cultivated in temperate regions
 - species of the Asteraceae, Cyperaceae, Fabaceae, Liliaceae *s.l.*, and Poaceae
- **Accessioning.** Accessioning is the process of officially adding specimens to a collection. Every specimen in the collection proper has an accession number. All material accessioned into the herbarium is the property of the University of Georgia.
- **Implementation.** The Curator is responsible for defining the development, growth, and maintenance of the collection and for the administration and implementation of the collection policy.
- **Deaccessioning.** The GA Herbarium has the right to deaccession or dispose of specimens which duplicate existing collections at GA or are not appropriate for the current development policy.
- **Personal Collections.** In accordance with our by-laws (and space/staff limitations), the GA Herbarium does not maintain private collections. All specimens housed in the herbarium are considered the property of the herbarium, with the exception of material borrowed via inter-institutional loan agreement.
- **Appraisals.** Herbarium staff can not give appraisals to establish the tax-deductible value of gifts or purchases offered to the GA herbarium. However, where appropriate, staff may assist donors in finding qualified professionals outside the University of Georgia system to provide appraisals.