



Destructive Sampling Request

Principal Investigator/Authorized Agent

Name: _____

Title: _____

Institution: _____

Address: _____

Phone: _____ Email: _____

Attach additional project agents/participants contact information, as needed. Please attach a curriculum vita for all principal investigators, agents, or other project participants.

Project Details

Project Name: _____

What specimen(s) will be used for the project?

☐ Fossil Eggshell ☐ Invertebrate Paleontology ☐ Paleobotany
☐ Trace Fossil ☐ Vertebrate Paleontology

Please attach a list of the specimen(s) that will be used for the project. This list should include the UCM catalog number, taxon identification, element/description identification, and locality number for each specimen requested.

List what types of methods, procedures, or techniques that will be used for this project:

When will the sampling take place? _____

Where will the sampling take place?

Institution: _____

Address: _____

Phone: _____ Website: _____

Attach additional institutional contact information, as needed.

Will this project completely destroy the specimen(s) being used?

☐ Yes ☐ No If not, can it be reused? ☐ Yes ☐ No

Could a different, non-destructive analysis provide comparable information?

☐ Yes ☐ No If yes, attach a page detailing this different, non-destructive analysis.



Will any previous treatment/fossil preparation work affect the success of this sampling?

☐ Yes

☐ No

If yes, attach a page detailing this potential issue.

Will the sampling result in chemical or other changes to the specimen(s) being used?

☐ Yes

☐ No

If yes, could these changes affect future sampling? ☐ Yes ☐ No

After use, will the specimen(s) require any specialized storage conditions once returned?

☐ Yes

☐ No

If yes, attach a page detailing the specialized storage requirements.

All destructive sampling requests for Paleontology Section specimen(s) must be accompanied by a formal proposal. The formal proposal should show the purpose and merit of the research (what information will it provide), justify the need of the destructive sampling, outline a proven methodology backed by cited literature (detailing protocol), demonstrate the competence of the researchers, indicate the availability of the institutional resources to complete the research project in a timely period, and include the plans for publication of this project. Please attach a formal proposal that outlines the above items to this form.

Signature

I hereby agree to comply with the Terms and Conditions on Page 3 of this form. Please sign and email or mail this form to the Curator of the collection whose specimen(s) you wish to use.

PI/Authorized Agent: _____

Signature

Print

Date

Authorization

Date Request Received: _____

☐ Request Denied

☐ Request Approved: _____

Date

Approval from repository agency required?

☐ Yes

☐ No

If yes, then letters of permission from the repository agency to destructively sample the specimen(s) in this project are required before the project can begin. Attach the letters of permission to this request form once obtained.

Curator: _____

Signature

Print

Date

Collection Manager: _____

Signature

Print

Date

Terms and Conditions of Destructive Sampling Requests

Request Submittal

All destructive sampling requests, including all attachments, must be submitted to the Paleontology Section no later than six weeks prior to the date(s) the specimen(s) are needed. All requests will be reviewed by the Curator and Collection Manager of the collection whose specimen(s) will be used. After approval, the specimen(s) requested will be loaned to the principal investigator/authorized agent. The principal investigator/authorized agent must agree to the requirements and conditions for outgoing loans as stipulated in the Paleontology Section's Collections Management Policy.

Repository Specimens

Specimens held under a repository agreement with a federal or state government agency require permission from the repository agency before the user may destructively sample the specimen(s) requested. It is the responsibility of the principal investigator/authorized agent to obtain this permission. Note that principal investigators/authorized agents may need to fill out separate forms and provide additional information required by the repository agency. The Collection Manager will assist the principal investigator/authorized agent in notifying the appropriate repository agency to destructively sample the specimen(s) held under a repository agreement.

Before Sampling

The principal investigator/authorized agent will photograph and, if necessary, replicate the specimen(s) (i.e. mold and cast or 3D scan and print) before the destructive sampling begins. The method of photography and/or replication the principal investigator/authorized agent must perform before destructive sampling can commence will be outlined in the approval letter sent to the principal investigator/authorized agent. Copies of the photographs, molds and casts, and/or 3D scans and prints must be sent to the Paleontology Section.

Use of Unauthorized Methods, Procedures, or Techniques

Any unauthorized destructive sampling methods, procedures, or techniques conducted without the knowledge or consent of the Paleontology Section will result in immediate suspension of loans, access, and future use of the collections. Furthermore, any commercial sale of the specimen(s) and all images or replications of those specimen(s) is not permitted and will result in immediate suspension of loans, access, future use of collections, and possible legal action.

Financial Responsibility

All costs of the destructive sampling or other authorized methods and uses are the responsibility of the principal investigator/authorized agent unless otherwise indicated in writing.

Return of Specimen(s) and Materials

After using the specimen(s) the principal investigator/authorized agent is required to send all information or data gained from the project to the Paleontology Section, and if required the repositing agency, so that it can be included in the catalog record for the specimen(s). All portions of a (the) specimen(s) not wholly consumed by destructive sampling must be returned to the Paleontology Section. The principal investigator/authorized agent is not permitted to keep molds created in the replication process. A set of casts may be kept by the principal investigator/authorized agent for standard museum uses (see below) provided each cast is marked with the specimen(s) catalog number. The principal investigator/authorized agent is permitted to keep any computerized 3D models produced in the imaging or replication process. However, the principal investigator/authorized agent is only allowed to create enough 3D prints to satisfy their project (as stipulated in this request). All 3D prints must be marked with the specimen(s) catalog number. Any future replications/reproductions must be approved by the Curator and Collection Manager.

Standard Museum Uses

The principal investigator/authorized agent may engage in accessioning and cataloging, deaccessioning and disposal, and destructive sampling of any casts produced during this project without further notice to the University of Colorado Museum of Natural History (CUMNH).

Credit

The principal investigator/authorized agent must give credit to the CUMNH, and if required the repository agency, in any publications, images, replications, presentations, or exhibit labels bearing images or descriptions of the specimen(s) that were used. Specimen(s) should be identified by its catalog number. The proper name of the CUMNH to be used in all credits is "University of Colorado Museum of Natural History Paleontology Section." The proper name of the repository agency will be provided when necessary. Copies of publications, professional papers, or other media must be sent to the Paleontology Section, and if required to the repositing agency.