Project Name: ________________________________________________________________

Principal Investigator: ________________________________________________________

Agency/Company: __________________________ Project #: ____________________________

Sponsor Name: __________________________ Owner Name: ___________________________

Permitting Agency: __________________________ Permit No./Expiration: ___________________

County(ies): ________________________________________________________________

Site(s) No.: _________________________________________________________________

Type of Investigation: ________________________________________________________

Dates of Investigation: ________________________________________________________

Report Date: __________ Author(s): _____________________________________________

Report Title: __________________________________________________________________

Series Name & No.: ____________________________________________________________

Forms Checklist

Request for Curation _____
Curation Submittal Checklist _____
Transfer of Held-In-Trust Collection _____
Transfer from Sponsor _____
Collection Processing Record _____
Summary of Number Series Used _____
Deed of Gift (if necessary) _____
Copy of THC Permit _____
Copy of THC discard approval _____
 Archaeological collections submitted include: (artifact amounts should be listed by material class and then by analysis category i.e. **Lithics**: debitage: 34, cores: 5; artifacts should be entered as counts; organics/samples as number and total weights)

**Ceramics:**

**Lithics:**

**Glass:**

**Metal:**

**Synthetic materials:**

**Faunal materials:**

**Organic materials:**

**Burned rocks:**

**Samples:**

**Other:**
Archaeological records submitted include:

- Shovel Test/Test Pit/Unit Forms
- Field Notes
- Final Catalogue
- TexSite Data Forms
- Correspondence
- Photographs
- THC/ARPA Permit
- Financial Records
- Maps
- Analysis Notes
- Other (list)