

HISTORY OF DEEDED GIFT

1. Relationship of the donor to the item(s) (original owner, grandchild, employee, etc.)
2. How and when were the item(s) obtained?
3. How is the item related to Bisbee or the surrounding area?
4. Is there a story about the item(s)?

POLICY FOR ACQUIRING TITLE TO ABANDONED PROPERTY

The Bisbee Restoration Association and Historical Society, Inc., ("the Restoration Association") shall comply with all applicable Arizona laws which govern the acquisition of title to abandoned property, as currently codified at A.R.S. § 44- 351, et seq., and as these statutes may be amended from time to time. There are two classes of property which may be subject to this process, property which is within the Restoration Association collection without documented title, and property which has been loaned to the Restoration Association by a donor who has not remained in contact with the Restoration Association.

1. Acquiring Title to Undocumented Property.

For property which the Restoration Association can verify that it has held for seven (7) years, pursuant to its own written records regarding its collection, with no record of any valid claim, loan, or contact from any person during that time period, the Restoration Association shall:

- a. Publish a notice once a week for two consecutive weeks in a newspaper of general circulation in Cochise County, which includes the following:
 - i. a brief, general description of the property.
 - ii. the date or approximate date of acquisition, if known.
 - iii. a notice of the intent of the Restoration Association to claim title if no valid claims are made within sixty-five (65) days from the date of the first publication.
 - iv. the name and address of the Restoration Association representative to contact for more information.
- b. If no valid claims have been made by the end of the sixty-five-day period, the Restoration Association shall publish a second notice for two consecutive weeks in a newspaper of general circulation in Cochise County, which includes the following:
 - i. a brief, general description of the property.
 - ii. the date or approximate date of acquisition, if known.
 - iii. Notice that the Restoration Association claims title to the property as of the date which is sixty-five days after the date of the first publication, described above in section a.
- c. Upon compliance with these notice requirements, clear and unrestricted title is transferred to the Restoration Association as of the date specified in a. iii. above, sixty-five days after the first publication. A lender has two years from this date to bring an action against the Restoration Association to claim the property, and after the end of this two-year period, no such action may proceed.

2. Acquiring Title to Loaned Property.

For property which was loaned to the Restoration Association, and for which seven (7) years have passed since the expiration of the loan period without written contact between the lender and the Restoration Association, or for which there is no specific loan period and at least seven (7) years have passed since the last written contact between the lender and the Restoration Association occurred, the Restoration Association shall:

- a. Send a notice by certified mail, return receipt requested, to the lender's last known address. This notice shall include the following:
 - i. a brief, general description of the property.

- ii. the date or approximate date of loan, if known.
 - iii. a notice of the intent of the Restoration Association to claim title if no valid claims are made within sixty-five (65) days from the date of the mailing of this notice.
 - iv. the name and address of the Restoration Association representative to contact for more information.
 - v. the lender's name and last known address.
- b. If proof of delivery of the certified mailing is received, but no valid claim for the subject property is made, the Restoration Association may acquire title to the subject property by sending a second notice by certified mail, return receipt requested to the lender's last known address. This notice shall include the following:
- i. a brief, general description of the property.
 - ii. the date or approximate date of the loan, if known.
 - iii. notice that the Restoration Association claims title to the property as of the date which is sixty-five days after the date of the first notice, described above in section a.
 - iv. the lender's name and last known address.
- c. If proof of delivery of the certified mailing is not received within thirty days of the date the first notice was mailed, or if the Restoration Association has no last known address for the lender, the Restoration Association shall publish notice in the same manner as stated above for undocumented property. The first two published notices shall include the information stated in paragraph a, above, with the sixty-five-day period running from the date of publication, and the second two notices, after that sixty-five-day period, shall include the information stated in paragraph b, above.
- d. Upon compliance with these notice requirements, clear and unrestricted title is transferred to the Restoration Association as of the date specified above, sixty-five days after the first publication or received notice. A lender has two years from this date to bring an action against the Restoration Association to claim the property, and after the end of this two-year period, no such action may proceed.