

Do you wish to nominate for the Australian, Regional or International Memory of the World Register? If unsure watch this discussion between key members of the three committees.

Watch this discussion about the nomination process generally, including the benefits of nomination.

Listen to this short introduction to the Australian Register from the Committee chair, Jan Lyall.

You may also find it helpful to refer to the Companion for further information on completing the nomination, or visit the FAQs on the AMW website.

If nominating digital only objects, refer to the Digital Guidelines for further information.

AUSTRALIAN MEMORY OF THE WORLD REGISTER

NOMINATION FORM

1.0 Title of item or collection being proposed

2.0 Summary description (max 100 words)

3.0 Nominator contact details

3.1 Name of nominator (person or organisation)

3.2 Relationship to the nominated material

3.3 Address

3.4 Telephone

Email

4.0 Declaration of Authority

I certify that I have the authority to nominate the item, or items, described in this document to the Australian Memory of the World Register.

Signature

Full name and position

Date

5.0 Legal Information

5.1 Name of owner (person or organisation)

5.2 Address

5.3 Telephone

Email

5.4 Name and contact details of custodian IF DIFFERENT from the owner

Evidence of ownership is required. Attached scanned copies of documents and submit with the application.

5.5 Legal status

Any relevant supporting documents to be scanned and submitted with the application.

5.6 Copyright status

Evidence of copyright ownership is required. Supporting documents to be scanned and submitted with the application.

5.7 Accessibility (note any restrictions)

6.0 The material being nominated

6.1 Catalogue or registration details

6.2 Visual documentation if appropriate

Attach any visual documentation as jpg files to be submitted with the application.

6.4 History/provenance

If you wish to better understand provenance read [The ambiguous origins of the archival concept of provenance](#).

6.5 Bibliography

And for its practical application, its use at [The Art Gallery of NSW](#).

6.6 Names, qualifications and contact details of up to three independent people or organisations with expert knowledge about values and provenance of the nominated material.

Name	Qualifications	Contact details (email)
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Note that the names and contact details of these referees will not be disclosed on The Australian Memory of the World Register nor disclosed without their permission to any third party.

7.0 Assessment against the selection criteria

**7.1 Primary criteria - significance value to Australia.
Comment on one or more of the following significance criteria:**

7.1.1 Historic significance

[Listen to Roslyn Russell](#), one of the authors of Significance 2.0 discuss some of the key factors in assessing significance.

[Browse Significance 2.0](#) for further information.

7.1.2 Aesthetic significance

7.1.3 Research significance

7.1.4 Community or spiritual significance

Listen to Margy Burn from the National Library discuss why the Eddie Mabo papers are inscribed on the Australian and International Registers and some of the issues involved in creating that inscription.

7.2 Comparative criteria. Comment on one or more of the following comparative criteria:

7.2.1 How rare or representative is the material?

7.2.2 Degree of integrity - originality, completeness, condition

7.2.3 How does it compare with others of its kind?

7.2.4 What has been the impact of this documentary heritage material on Australian history and culture?

7.3 Summary statement of significance

Watch this discussion on additional issues that may need to be considered in addressing the comparative criteria.

8.0 Consultation with stakeholders

8.1 Provide details of consultation with relevant stakeholders about this nomination

9.0 Risk assessment

9.1 Detail the nature and scope of threats to the nominated material

Listen to Ian Cook discuss possible factors to consider and refer to this sample risk assessment.

10.0 Preservation and access management plan

10.1 Describe, or attach as a scanned document, any existing plans. If no plans exist provide details about proposed conservation, storage and access strategies.

Listen to Ian Cook outline the sort of plan expected and follow through his example.

11.0 Any other information that may support the nomination

11.1 Note below or attach scanned documents as appropriate.

12.0 CHECKLIST

Summary completed (section 2);
Nomination and contact details completed (section 3);
Declaration of Authority signed and dated (section 4);
If this is a joint nomination, section 4 is appropriately modified, and **all**
Declarations of Authority obtained;
Legal information (section 5);
Details of custodian if different from owner (section 5);
Details of legal status completed (section 5);
Details of accessibility completed (section 5);
Details of copyright status completed (section 5);
Catalogue and registration information (section 6);
History/provenance completed (section 6);
Bibliography completed (section 6);
Independent assessors identified (section 6);
Significance – primary criteria (section 7);
Significance – secondary criteria (section 7);
Summary statement of significance (section 7);
Details of consultation with stakeholders completed (section 8);
Assessment of risk completed (section 9);
Summary of Preservation and Access Management Plan completed or
strategy proposed (section 10);
Any other information provided – if applicable (section 11);

Additional scanned documents, including suitable reproduction quality photographs identified to illustrate the documentary heritage (300dpi, jpg format, full-colour preferred).

Copyright permissions forms signed and attached.

Agreement to propose item(s) for inclusion on the World Digital Library if inscribed.