



RICHeS

History Harvest Metadata Form

Name of person contributing the item: _____

Address of person contributing the item: _____

Phone number: _____ email: _____

Title:

Historical Background Information:

Identification of people in the photograph?

When was the item created?

What location does the item describe?

What is the original format of the item (i.e. photographic print, film negative, etc.)?

What are the dimensions of the item?

Who owns the copyright to the original item?

Transcript of the text written on photo or on mount.
