

## INFORMATION FOR DONORS

The Vancouver Holocaust Education Centre (VHEC) stewards Western Canada's largest collection of Holocaust-related artefacts, Holocaust testimonies and archival documents. It also holds a comprehensive library of books, films, educational resources, as well as rare books and special collections. The VHEC acquires, preserves and makes available these items as documentary evidence of the Holocaust and its effect on individuals, families and society.

Many survivors and people in the community have Holocaust-related artefacts, even the smallest of which can tell an important story and reach a broad audience for generations to come through the VHEC Collections website and the Centre's exhibitions and programs. The VHEC Collections is the result of generous donations from survivors, families of survivors and community members.

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### We collect materials that are:

- Evidence of the rich pre-war Jewish life in Europe;
- Related to the experience of antisemitism and efforts to leave Europe as the result of the rise of Nazism and increased persecution;
- Related to the Holocaust and the experience of Holocaust survivors;
- Related to the experience of liberation, and the immediate post-war period including the experience of refugees in Displaced Persons camps;
- Related to post-war immigration of Holocaust survivors to Canada;
- Related to the experience of Enemy Alien refugees interned in Canada;
- Nazi-produced propaganda and other documentary evidence of antisemitism;
- Anti-Nazi propaganda produced during the prewar, wartime, and immediate post-war period.

### The types of materials in the VHEC Collections include:

- Albums, diaries and scrapbooks; jewelry, clothing and textiles; correspondence and stamps; currency; medals and insignia; daily life, household and recreational belongings; education and research materials; identity documents; travel documents; maps and plans; propaganda; photographs; publications including rare books; ephemera; religious belongings; and audio-video recordings.
- The VHEC Library accepts Holocaust-related material such as memoirs, memorial books, works of non-fiction, novels, publications for children and young adults, education resources, rare books and audio-visual recordings.

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### We cannot accept the following materials:

- Nazi or Allied military weapons, including (but not limited to) firearms, hand guns, and daggers. VHEC Collections staff can make recommendations about donating these types of materials to appropriate institutions and/or their safe disposal.
- Items in poor condition (as determined by the archivist) that require extensive conservation treatment to store and display;
- Duplicates of items already held in the collection;
- Photocopies or scans of original documents and photographs;
- Large-sized items (as determined by the archivist) that cannot be stored securely and to professional conservation standards due to limitations on storage space at this time;
- Materials with suspicious provenance or authenticity that cannot be verified through additional research.

#### ABOUT THE VANCOUVER HOLOCAUST EDUCATION CENTRE

The Vancouver Holocaust Centre Society was founded in 1983 by survivors of the Holocaust. The founders' goal, realized in 1994 was to leave a permanent legacy in the form of the Vancouver Holocaust Education Centre devoted to Holocaust based anti-racism education.

The VHEC, an acclaimed teaching museum, has been devoted to Holocaust based anti-racism education. The VHEC's mission is to promote human rights, social justice and genocide awareness through education and remembrance of the Holocaust. The VHEC, a leader in Holocaust education, engages 25,000 students and teachers annually. The VHEC produces thematic exhibits, school programs, teaching materials, online exhibits and has a museum collection and archives, survivor testimony project, library and resource centre. The VHEC presents numerous public cultural and commemorative events and publishes a newsletter, *Zachor*, three times a year.

VANCOUVER HOLOCAUST EDUCATION CENTRE

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## FAQs

### ***How do I make a donation?***

Those wishing to donate items to the Archives, Museum or Library are encouraged to call 604-264-0499 or email [collections@vhec.org](mailto:collections@vhec.org) to schedule an appointment with VHEC Collections staff. Unsolicited drop-offs and mailed items are not accepted.

Potential donors to the Library are encouraged to give through the VHEC Library Wish List ([amzn. to/vheclibrary-wishlist](https://amzn.to/vheclibrary-wishlist)), which highlights pre-selected items desired for the library collection.

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### ***What happens during an appointment?***

Staff will assess whether the item supports the VHEC's mission and its potential for educational use. Unfortunately, not all material offered to the VHEC can be accepted. If this is the case, staff will be pleased to provide a list of organizations that may be more suitable.

Any information or records related to the material may be useful during this meeting and may help to understand its provenance. Staff may ask for photographs of the item or an inventory list to help assess the material.

Donors to the Archives and Museum are asked to sign a formal Deed of Gift. The signing of a Deed of Gift constitutes the legal transfer of ownership to the VHEC. An item cannot be returned once it has been formally accessioned into the Collection. By donating, you are warranting that you are the legal owner of the item and have the right to pass ownership to the VHEC. Please think carefully and consult with family members before donating.

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### ***Can I receive a tax receipt for my donation?***

Many donations to the VHEC Collections are considered charitable and may be eligible for tax receipts subject to Canada Revenue Agency guidelines based on the fair market value of the items.

The VHEC Collections staff are unable to appraise donations to the Archives and Museum. VHEC Collections staff are also unable to appraise donations to the Library valued at or above \$1000. Donors are welcome to contact a third-party appraiser for the fair market value of material for tax receipt purposes. The VHEC can make your materials available to that person for review.

We encourage all donors seeking an appraisal and tax receipt to consult the Canada Revenue Agency website regarding gifts and income tax. The VHEC issues tax receipts for all monetary donations.

## INFORMATION FOR DONORS

### ***When will my donation be catalogued, digitized or displayed?***

We are continually adding catalogue records and digitized items to the online catalogue to make them available. However, not all records in the collection are suitable for digitization. Please contact VHEC Collections staff for more information about digitization policies and procedures. Processing and digitization workflow is done at the discretion of VHEC Collections staff based on availability of resources and to meet the needs of researchers and exhibitions.

We are happy to share digital copies with donors and their families in a timely manner once the material has been processed through our digitization queue.

While the VHEC Collections staff makes every effort to include a diversity of items in exhibitions, they cannot guarantee if and when materials will be exhibited. As a courtesy to donors, the VHEC endeavors to contact families when the material they donated is on display.

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### ***Can I loan materials instead of making a donation?***

We understand that the decision to donate personal belongings and records is a difficult one.

The Archives and Museum frequently accepts the short-term loan of materials for use in VHEC exhibitions. Loaned materials are treated with the same care and subject to the same policies as the permanent collection.

Long-term loans to the collection are evaluated on a case-by-case basis during an appointment with the archivist.

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### ***Can I donate anonymously?***

Yes. The VHEC will ensure that personal donor information is kept private and not acknowledged publicly. However, VHEC Collections staff do require proof of title, where possible, before an item is accepted into the collection. Documenting the provenance of an object or document is essential to the authenticity and historical value of the item. As an active member of the professional community, the Vancouver Holocaust Education Centre supports the codes of the ethics of the Canadian Museums Association and Association of Canadian Archivists.

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### ***Can I include a special dedication or be acknowledged in a specific way?***

Yes. During your donation appointment, VHEC Collections staff will note how donors prefer to be credited in catalogue records, exhibition captions and publications.

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### ***Can I support the VHEC Collections in ways other than donating materials?***

Processing, describing, properly housing and preserving archival records, artefacts and library materials involves significant staff time, space and specialized resources. Donors who wish to support Collections work at the VHEC can donate directly on the Collections website ([collections.vhec.org](https://collections.vhec.org)).

Current funding opportunities include:

- development funds for the content management system;
- conservation treatment for exhibitions and to ensure on-going preservation of holdings;
- additional staffing hours required for cataloguing, research and digitization of existing holdings.