

Mansfield University Artwork Location Form

Most artworks will have some form of catalogue or accession number labelled on them in the form of a metal tag, sticker or handwritten. For 2D artworks, please look to the backside of the artwork, for this is where the information is most frequently placed. If unsure, please provide as detailed a description as possible as to the artwork's location and what it looks like and someone will be out to look at it. When possible, pictures of the artwork are very helpful and can be taken with your cell phone. Please email the completed form and pictures to kcobb@mansfield.edu.

Mansfield University Artwork Location Form	
Employee Name	
Artwork Building and Room Location	
Artist Name	
Artwork Title	
Catalogue/Accession Number	
Medium/Type of Artwork	
Year Created	
Artwork Size	
Artwork Description (to help with identification if any of the above info is not identifiable):	

If you would like to return a work to the art collection storage area or if would like to see about signing work(s) out for your work area on campus, please contact kcobb@mansfield.edu.