Use only for **human remains** and **associated funerary objects** in a holding or collection of a museum or Federal agency in order to initiate consultation with lineal descendants, Indian Tribes, and Native Hawaiian organizations (see [43 CFR 10.10(b)](https://www.ecfr.gov/current/title-43/part-10/section-10.10#p-10.10(b)) *Step 2 – Initiate consultation*).

Use this template to compile information available about **human remains and associated funerary objects** as required by [43 CFR 10.10(a)](https://www.ecfr.gov/current/title-43/part-10/section-10.10#p-10.10(a)) *Step 1 – Compile an itemized list of any human remains and associated funerary objects*). A museum or Federal agency must ensure this itemized list is comprehensive and covers all holdings or collections and any human remains or associated funerary objects in its possession or control. Depending on the scope of the holding or collection, the museum or Federal agency may organize this itemized list into sections based on geographical area, accession or catalog name or number, or other defining attributes.

**Include the following six pieces of information**. This is the MINIMUM information required; additional information may be included as necessary or preferred. The format is only a recommendation and not a requirement.

1. Number of individuals *identified in a reasonable manner*. *No additional study or analysis is required to identify the number of individuals. If human remains are present, the number of individuals is at least one.*
2. Number of associated funerary objects and types of objects (counted separately or by lot). *No additional study or analysis is required to identify the number of associated funerary objects. If associated funerary objects are present, the number is at least one or at least one lot. The type of object means the general category or kind of object (i.e. beads, sherds, vessels).*
3. Geographical location (provenience) by county or state
4. Acquisition history (provenance)
5. Other information available, including age, culture, or cultural affiliation
6. Presence of any potentially hazardous substances

**REMOVE** these instructions, highlighting, italics, and {braces} before sending.

**Send the itemized list** to any lineal descendant and any Indian Tribe or NHO with potential cultural affiliation with a written invitation to consult. Update the itemized list as needed based on consultation.

**DO NOT** send the itemized list to the National NAGPRA Program.

**Itemized List of Native American human remains and associated funerary objects in the possession or control of {MUSEUM or FEDERAL AGENCY}**

*Itemized Record-Spreadsheet*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Record ID | State | County | Site Name | Collection ID | Acquisition history | # of individuals | # of associated funerary objects | Types of associated funerary objects | Age/Culture/Cultural affiliation | Additional info or hazardous substances |
|  |  |  |  |  |  |  |  |  |  |  |

*Itemized Record-Table*

|  |  |
| --- | --- |
| State |  |
| County |  |
| Site Name |  |
| Collection ID |  |
| Acquisition history |  |
| # of individuals |  |
| # of associated funerary objects |  |
| Types of associated funerary objects |  |
| Age/Culture/Cultural affiliation |  |
| Additional info or hazardous substances |  |
| Comments |  |

*Itemized Entry-Paragraph*

**Item:**

**Accession #:**

**Catalogue #:**

**Description:**

**Site Name:**

**Geographical Location**:

**Acquisition History**:

**Number of individuals:**

**Description**:

**Accession #**:

**Catalogue #**:

**Number of associated funerary objects:**

**Types of associated funerary objects:**

**Accession #:**

**Catalogue #:**

**Age/Culture/Cultural affiliation:**

**Additional information or hazardous substances:**

**Comments:**