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*). 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.

Use this template to compile information available about human remains and associated funerary objects (see [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*). 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*.
2. Number of associated funerary objects and types of objects (counted separately or by lot)
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

**Before submitting a notice, REMOVE** these instructions. **VERIFY** all information, especially any numbers or addition. The National NAGPRA Program does not review or validate the content of an itemized list and is not responsible for the information in the itemized list.

**Send the itemized list** with a written invitation to consult to any lineal descendant and any Indian Tribe or NHO with potential cultural affiliation. Update the itemized list as needed after consultation and before updating or completing an inventory of human remains or associated funerary objects. For deadlines to complete an inventory, see Table 1 to [43 CFR 10.10(d)(2)](https://www.ecfr.gov/current/title-43/part-10/section-10.10#p-10.10(d)(2)).

**Itemized List of Native American Human Remains and Associated Funerary Objects in the Possession or Control of {1. MUSEUM or FEDERAL AGENCY}**

*Itemized Record-Spreadsheet*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Record ID | State | County | Site Name | Collection ID | Acquisition history | # of individuals | # 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 |  |
| 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:**

**Description**:

**Accession #:**

**Catalogue #:**

**Age/Culture/Cultural affiliation:**

**Additional information or hazardous substances:**

**Comments:**