

Estate Appraisals Associates ~ Authentication Form

1. Try to answer all questions in Parts I and II; information should come from your own knowledge. If data comes from a document that you have viewed but cannot include a copy of, or from discussions with another individual, put that information in “quotation marks”. Please do not guess.
2. You should prepare a separate Authentication Form for each of your prints, except, of course, for sets (portfolios) of prints.
3. **We require five (if pertinent) photographs of your print:**
 - a) **the complete image, including frame**
 - b) **the signature (close-up)**
 - c) **the numbering (close-up)**
 - d) **the back of the piece if pertinent**
 - e) **a mid-range view to show brush strokes**
4. If you have any relevant documents, such as Certificates of Authenticity, Invoices, original receipts of purchase, etc, please make copies and attach them with this form , or scan & e-mail them.
5. Please enclose a check or money order for the initial fee which we will discuss on the phone as we go along. Sometimes nothing, or sometimes a fair amount if there is agreement on work to be performed.

Please Note: You can submit photographs of the Piece (Pieces) which you are hoping to have Appraised. However, unless you do the photographs in the specific manner described following, they will be almost useless. Digital photos, unless done by a professional, invariably have reflections and shadows making a TRUE VIEW prohibitive. We can't see a thing, clearly. And clarity is absolutely imperative. The pixels are better with a standard Camera, but the same problems of reflections & shadows apply as above.

It is, however, definitely cheaper to snail-mail me a CD composed by a professional photographer, rather than pay for travel expenses for myself; or, barring that, travel expenses for yourself to bring the items here to Denver or Anchorage, whichever Gallery you reside nearer to. Eventually, I will have to view the Pieces in questions IN THE REAL. But, initially you would, no doubt, like an informed opinion (my best guess, if you will) as to IF these items are VALUABLE ENOUGH to plan a “full on” Appraisal. This is where the professionally done photographs are 100% required.

When hiring a photographer go to the best whom you can afford. Some one with a store front location, rather than a friend, generally knows the follow requirements. That individual has sufficient training and knowledge to have set himself up in business. Additionally, If they are not right, he will do them over.

Place the pieces on over large black felt or velvet... to delete any & all background information and minimize reflections. Use the strongest light you can find, quartz lighting is good. But DO NOT allow that light on your Fine Arts for more than a few minutes tops... avoid light damage, like the plague, especially on antique Pieces, photographs or water color Originals. Lighting should be stabilized, not hand held, for sure. Motion at the optimum moment is ruinous to your results.

Stabilized Camera, as well. You see why you need a professional photographer?
5 photos as described above.

Having the photos large & semi-gloss or reproduced on a CD is fine, even preferable, as long as the file extension chosen by the photographer is one of standard use such as jpeg.

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Part I - Personal Information

Today's date: _____
Name: _____ Company: _____
Street: _____ City: _____ State: _____ ZIP: _____
Tel.: _____ Fax: _____ e-mail: _____

Part II - Print Information

Title of Print / Portfolio: _____ Date you acquired it: _____
Numbers or letters in lower left, under image: _____
Wording, if any, below the image (other than the signature): _____
Height of plate mark or image: _____ Width of plate mark or image: _____
If portfolio, what other items are there: _____
Publisher: _____ Date of publication: _____
From whom acquired: _____

If your print is not framed, you can provide additional helpful information about its paper:

Height of paper: _____ Width of paper: _____ Edges of the paper: irregular cut smooth

Watermark: A watermark is a brand name or logo put into the paper by its manufacturer. It can be seen by holding the print up to a light; a table or floor lamp is more practical than overhead ceiling lighting. The watermark is usually at one of the corners, or (rarely) at one of the edges of the paper. If the paper was milled in 1980 or after, there may be an additional tiny mark, right at the edge of the paper -- an infinity mark (looks like the number 8 turned on its side). Please make a freehand sketch of the watermark in the space (it does not have to be to scale.)

Blind Stamps: Blind stamps (also known as embossments, chops, or dry stamps), are made by pressing a metal mold into the paper; a notary's seal is an example. The stamps used on prints are not inked, and can be seen to stand above the paper's surface. They usually contain the publisher's logo, or in some instances, the printer's. If your print contains a blind stamp, it can usually be found in the lower right or lower left corner of the print; hold the paper at an angle to a light source, and make a sketch of what you are able to see.

Checklist of materials you need to send the Archives:

1. Complete Sections I and II above
2. Enclose at least three photographs of your print
3. Attach copies of documents
4. Mail your check or money order for \$100.00

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Watermark Sketch

Blind Stamp Sketch