

Preservation Lab Book Conservation Worksheet - ARB Library

Digitization **Item Record #** **Database ID** **Collection** **Call Number** **Date In** **Date Out**
 No i21171713 63 ARB Library KJD .G3 1614 04/09/2009 12/23/2009

Title

Joannis Garsiae Galleci &c. De expensis et meliorationibus, commentarius. Cui de nova accesserunt Joannis Garsiae à Saabedra tractatus, De donatione remuneratoria. De tacito fideicommisso. De hypotheca post contractum. De conjugali acquaeustu

Imprint

Author

Marpurgi Cattorum, per Paulum Egenolphum, typogr. acad., 1614

DESCRIPTION									
BINDING TYPE	COVERING MATERIAL	MEDIA	LEAF ATTACHMENT	TEXTBLOCK MATERIAL	PHOTODOCUMENTATION				
<input type="checkbox"/> In boards <input type="checkbox"/> Cased <input type="checkbox"/> Laced-case <input type="checkbox"/> Lapped component <input type="checkbox"/> Pamphlet <input type="checkbox"/> Loose leaf <input type="checkbox"/> Other	<input type="checkbox"/> Leather <input type="checkbox"/> Tawed <input type="checkbox"/> Parchment <input type="checkbox"/> Paper <input type="checkbox"/> Cloth <input type="checkbox"/> Other	<input type="checkbox"/> Printer's ink <input type="checkbox"/> Manuscript ink <input type="checkbox"/> Graphite <input type="checkbox"/> Color inks <input type="checkbox"/> Pigments/Illumination <input type="checkbox"/> Library stamp <input type="checkbox"/> Other	<input type="checkbox"/> Sewn through fold <input type="checkbox"/> Stabbed/side-sewn <input type="checkbox"/> Hinged <input type="checkbox"/> Stapled <input type="checkbox"/> Adhesive <input type="checkbox"/> Spiral bound <input type="checkbox"/> Other	<input type="checkbox"/> Wove paper <input type="checkbox"/> Laid paper <input type="checkbox"/> Parchment <input type="checkbox"/> Other _____	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> IR <input type="checkbox"/> RTI <input type="checkbox"/> Cond. Report Total Minutes:				
CONDITION		TREATMENT			INITIALS	MIN			
BINDING DAMAGE <input type="checkbox"/> Surface dirt <input type="checkbox"/> Red Rot <input type="checkbox"/> Boards detached <input type="checkbox"/> Boards missing <input type="checkbox"/> Spine detached/missing <input type="checkbox"/> Outer joints split <input type="checkbox"/> Inner hinges broken <input type="checkbox"/> Cover detached <input type="checkbox"/> Torn cover <input type="checkbox"/> Cover warped/distorted <input type="checkbox"/> Corners damaged <input type="checkbox"/> Caps damaged/missing <input type="checkbox"/> Brittle spine lining <input type="checkbox"/> Prior Repairs <input type="checkbox"/> Sewing broken <input type="checkbox"/> Split textblock <input type="checkbox"/> Other:		BINDING REPAIR <input type="checkbox"/> Surface cleaned <input type="checkbox"/> Leather consolidation <input type="checkbox"/> Boards reattached/reinforced <input type="checkbox"/> New cover/binding <input type="checkbox"/> Rebacked <input type="checkbox"/> Spine reattached <input type="checkbox"/> Minor structure repair <input type="checkbox"/> Inner hinges repaired <input type="checkbox"/> Reattached case <input type="checkbox"/> Cover Repaired <input type="checkbox"/> Cover/board flattened <input type="checkbox"/> Corners repaired <input type="checkbox"/> Caps repaired/replaced <input type="checkbox"/> Spine cleaned/lined <input type="checkbox"/> Removed damaging prior repairs <input type="checkbox"/> Disbound <input type="checkbox"/> Resewn/sewing repaired <input type="checkbox"/> New encapsulated binding <input type="checkbox"/> Other:			MATERIALS USED				
TEXTBLOCK DAMAGE <input type="checkbox"/> Surface dirt <input type="checkbox"/> Minor tears or losses <input type="checkbox"/> Major tears or losses <input type="checkbox"/> Insect/Pest damage <input type="checkbox"/> Loose detached material <input type="checkbox"/> Staining/discoloration <input type="checkbox"/> Acidic/brittle <input type="checkbox"/> Acidic endleaves <input type="checkbox"/> Cockling <input type="checkbox"/> Creases/folds <input type="checkbox"/> Media offsetting/burn <input type="checkbox"/> Flaking media <input type="checkbox"/> Mold damage <input type="checkbox"/> Foxing <input type="checkbox"/> Tape/adhesive residue <input type="checkbox"/> Damaging fasteners <input type="checkbox"/> Accretions <input type="checkbox"/> Other:		TEXTBLOCK REPAIR <input type="checkbox"/> Dry cleaning <input type="checkbox"/> Pages repaired/guarded <input type="checkbox"/> Losses filled <input type="checkbox"/> Loose leaves reattached <input type="checkbox"/> Washed / reduced staining <input type="checkbox"/> Deacidified <input type="checkbox"/> Replaced endleaves <input type="checkbox"/> Re-sized <input type="checkbox"/> Humidified <input type="checkbox"/> Flattened <input type="checkbox"/> Interleaved <input type="checkbox"/> Consolidated media <input type="checkbox"/> Reduced mold <input type="checkbox"/> Removed tape/adhesive reduced <input type="checkbox"/> Removed fasteners <input type="checkbox"/> Reduced accretions <input type="checkbox"/> Other:							
ENCLOSURE <input type="checkbox"/> CoLibri <input type="checkbox"/> Polyester Jacket		<input type="checkbox"/> Encapsulated <input type="checkbox"/> L-sleeve <input type="checkbox"/> Tux box <input type="checkbox"/> Banker's box	<input type="checkbox"/> Manuscript binder <input type="checkbox"/> Corrugated clamshell <input type="checkbox"/> Cloth covered clamshell <input type="checkbox"/> Integrated cradle <input type="checkbox"/> Other:	<input type="checkbox"/> Surrogate <input type="checkbox"/> Matted _____ <input type="checkbox"/> Portfolio with ties					
<input type="checkbox"/> Abbrev. Cons. Note Added <input type="checkbox"/> Full Report <input type="checkbox"/> Cond Report	Treat Exhibits	DigiPrep	Survey	Storage	Salvage	Train	IPM	Total Min	