

Conservation Treatment Proposal

Proposal prepared by <<Documentation created by:>> on <<Date Documentation Begun>>

Identification Number(s): <<Identification Number (Barcode)>>
<<Identification Number (Call #)>>

Repository: <<Repository/Owner of Item>>

Format <<Type of object:>>

<<Collection This Item Belongs to:>>

<<Title>>	By: <<Author/Creator>>
<<Imprint/Publisher>>	<<Date Created/Publication Date>>

Description of binding structure

Dimensions	
<<Height>> cm high x <<Width>> cm wide x <<Thickness>> cm thick	
Covers	
Format	This is a <<Contemporary or non-contemporary binding>>, <<Format: shape>> shaped <<Cover, style>> binding covered in <<Format: materials>> <<Cover materials>>, with <<Cover, board type>> boards and a <<Cover, spine shape>> spine. <<Additional description of binding structure:>>
General Style	<<Overall bookbinding style>>
Decoration on Binding	
Titling	<<Cover, decorative elements - Titling>>
Covers	<<Cover, decorative elements - board decoration>> <<Cover, attachments>>
Turn-ins	<<Cover, decorative elements - board edges/turn-ins decoration>>
Spine	<<Cover, decorative elements - spine decoration>>
Caps	<<Cover, decorative elements - head- and tailcaps>>
Edges	<<Edge treatment>>
Endbands	<<Endbands: Description>>
Enclosure	<<Contemporary custom enclosure>>

Description of text block structure

The text block is made up of <<Text format>> of <<Primary Support: Color>> <<Primary Support: Description>> <<Secondary Support: Color>><<Secondary Support: Description>> that has <<Media #1: Color>><<Media #1: description of type>> <<Media #2: Color>><<Media #2: description of type>> <<Media #3: Color>><<Media #3: description of type>> <<Media #4: Color>><<Media #4: description of type>> applied to the substrate. The leaves of the text block are connected via <<Leaf attachment structure>>. The spine of the text block is <<Shaping of Spine: Description>>.

There are <<Endpaper / endleaf/ doublure material, general>> <<Endpaper / endleaf / doublure material, specific>> endpapers.

Spine linings, starting with those closest to the spine: <<Spine linings: description>>.

The cover-to-text attachment is achieved primarily via <<Cover to text attachment>>.

The edges of the textblock are <<Edge treatment>>. There are <<Endbands: Description>> endbands.

Within the text block, there are <<Illustrations, Plates, and inserted/applied materials: description>>.

Condition

Binding	
Spine covering	<<Covering Material, Spine: Condition>>
Corner covering	<<Covering Material, Corners: Condition>>
Covering material on boards/covers:	<<Covering Material, Boards: Condition>>
Case-to-text attachment status	<<Hinges (Inner), Condition>>
Binding cohesiveness	<<Joint/ Hinges (Outer), Condition>>, <<Boards, condition>>
Text block	
Text block consolidation and leaf attachment status	<<Spine linings: condition>>, <<Sewing and leaf-attachment condition>>
Endpapers	<<Endpapers: condition>>
Text block substrate	<<Text block substrate: condition>>
Illustrations, plates, inserted materials	<<Illustrations, Plates, and Inserted Materials: Condition>>
Media	<<Media #1: Condition>>, <<Media #2: Condition>>, <<Media #3: Condition>>, <<Media #4: Condition>>
Endbands	<<Endbands: condition>>

Additional condition information: <<Additional condition information>>

Proposed Treatment

Covering and Binding Repair

- Covering material: <<Covering Material Consolidation and Repair>>
- Case to to text attachment repair: <<Case to text attachment repair>>
<<Additional information about treatment proposed for binding / covers>>

Original materials to be retained or discarded:

- Front covers / boards: <<Original materials to be retained [Front cover / board]>>
- Back covers / boards: <<Original materials to be retained [Back cover/ board]>>
- Spine of cover: <<Original materials to be retained [Spine]>>
- Endpapers: <<Original materials to be retained [Endpapers]>>
- Labels on cover or spine: <<Original materials to be retained [Spine or cover labels]>>

Text block and leaf attachment repair:

- Text block repair: <<Paper repair for textblock>>
- Original spine linings: <<Original linings>>
- New spine linings to be added, starting with the lining closest to the textblock:
 - <<New spine linings [1 (Innermost)]>>
 - <<New spine linings [2]>>
 - <<New spine linings [3]>>
 - <<New spine linings [4]>>
 - <<New spine linings [5 (Outermost)]>>
- Endpaper repair: <<Endpaper repair/replacement>>
- Leaf reattachment and/or resewing actions:
 - <<Resew textblock>>
 - <<Leaf reattachment>>
 - <<Additional information about proposed treatment for textblock consolidation/resewing/leaf reattachment:>>
- Endband repair: <<Endband repair>>
<<Additional proposed treatment:>>

Custom preservation enclosure: <<Enclosure type>>

Estimated time required for treatment: <<Estimated time required for treatment (hours)>> hours

Treatment to be performed by: <<Conservator assigned to treatment:>>