

# UNESCO INTERNATIONAL MEMORY OF THE WORLD REGISTER

## NOMINATION FORM

### 1.0 Title of item or collection being proposed

Archives and Manuscripts of Macau Kong Tac Lam Temple (1645 – 1980)

### 2.0 Summary (max 200 words)

The Collection, dated from late Ming Dynasty to mid-twentieth Century, comprises over 6,600 volumes of rare books in 2,300 titles, Buddhist texts written on palm leaves, old photos, archives and manuscripts which are created and accumulated by Masters and intelligentsia connected with the Temple Kong Tac Lam since its formal establishment in 1924 (Completed Buddhist ceremony in 1925), as a result of its educational and cultural activities especially for women in Macao, Mainland China, and other regions and countries. The Collection is an important documentary heritage of Macao because it bears witness to the unique and extraordinary role of the Temple in the dissemination of Buddhist teaching and ideology in Macao, China and in a number of countries, as well as in advocating social changes and reforms, especially in the liberation of and raise of social status of women.

### 3.0

#### 3.1 Name of nominator (person or organisation)

The *Macau Documentation and Information Society* (MDIS)

The *Memory of the World Knowledge Centre—Macao* (MoWKC)

#### 3.2 Relationship to the nominated material

The *Macau Documentation and Information Society* (MDIS) is both the user and advocate of this Collection. The Society is a non-profitable organization aiming at promoting public awareness and preservation of local cultural heritage.

The Memory of the World Knowledge Centre–Macau is carried by the Macau City University Library and the Macau Documentation and Information Society (MDIS), and located in the Library of the Macau City University. To support the MoW, in particular in the field of education and research. The centre had participated in the publicity and promotion of the cultural heritage of Kong Tac Lam, and organized related exhibitions and academic seminars.

With consent from the legal owner of this Collection, MDIS is submitting the Collection to the MOW on the owner's behalf.

### 3.3 Address

Macau Documentation and Information Society  
Macau P.O. Box 9341

Memory of the World Knowledge Centre (MoWKC)  
City University of Macau (Library)  
Av. Padre Tomas Pereira Taipa, Macau

### 3.4 Telephone

853-66890446 (Mobile)

### Email

helenhki523@gmail.com

## 4.0 Declaration of Authority

I certify that I have the authority to nominate the item, or items, described in this document to the Memory of the World Register.

Signature



Full name and position

Dr. Helen Hoi Keng IEONG,  
Director of the Executive Board  
Macau Documentation and Information Society  
Chair of MoW Knowledge Centre--Macau

Date

23 Sept 2021

## 5.0 Legal information

### 5.1 Name of owner (person or organisation)

Association of Piety and Longevity Kong Tac Lam

### 5.2 Address

No 13, Rua S. Jose, R/C, Macau

### 5.3 Telephone

(853)28973607 / 28972560

### Email

s6320@macau.ctm.net

### 5.4 Name and contact details of custodian IF DIFFERENT from the owner

Same

### 5.5 Legal status

The nominated documentary heritage is owned and managed by Association of Piety and Longevity Kong Tac Lam (See Annex 41).

### 5.6 Copyright status

Copyright of most items in the collection has been expired.

### 5.7 Accessibility (note any restrictions, including cultural restrictions)

Catalogue of the nominated collection are provided for public access and use at the Kong Tac Lam Temple. (See Annex 39 & 40)

For preservation purpose, public access to the original collection of documents is restricted and upon requested.

## 6.0 Identity and description of the documentary heritage

### 6.1 Name and identification details of the items/collection being nominated

#### Title:

Archives and Manuscripts of Macau Kong Tac Lam Temple (1645 – 1980)

Nominated by:

Macau Documentation and Information Society / Memory of the World  
Knowledge Centre—Macau (City U of Macau)

#### 6.2 Type of document

The collection contains more than 6,600 items comprising are books, photos, archives, manuscripts, and Buddhist texts (including some written on palm leaves),are catalogued and listed in the finding aids based on the *Professional Classification Scheme on Buddhist Literature*, covering the periods from the Ming/Qing Dynasty to the Republican Era. (See Annex 1-40 for details)

#### 6.3 Catalogue or registration details

According to the professional classification of Buddhist, the Macao Documentation and Information Society has processed the cataloging, managing, and re-organizing whole collection At the same time, the collection was sorted and placed in the temple's library. Also, guidelines have been provided for easy use. (for detail catalogue, see Annex 39 & 40)

#### 6.4 Visual documentation (if available and appropriate)

See Annexes attached.

#### 6.5 History/provenance

The collection, which comprises over 6,600 volumes of rare books in 2,300 titles, archives, manuscripts, and Buddhist texts on palm leaves, started to grow since the inception of the Temple Kong Tac Lam prepared in 1918 and as a result of its educational and cultural activities in Macao, China and in the neighboring region.

Macau, with its distinctive “marine” culture, has, in its history, tolerated the existence of a varieties of cultures and religions. Confucianism, Buddhism, Taoism and Catholicism have co-existed peacefully for hundreds of years in Macao, resulted in the founding of over 40 temples or churches of different denominations and religions in this small Portugal city.

In the early years of its establishment, Kong Tac Lam Temple had already functioned as a charitable educational institution for women and at the same time advocated and disseminated Buddhism. This was largely the works of Zhang Shou Bo (1868 – 1946, also known as Guanben Master). When he was young, he followed a very famous educator Kang Youwei, and Liang Qichao was good friend and like-minded, and participated in the bus book and the reform movement together. Zhang came to Macau in 1894 with his uncle and fellow friends from Xiang shan Nanping (Zhu Hai) in Guangdong Province. Upon arrival at Macau, he established a "school for natives" and began to advocate for the abolition of smoking,

especially of opium, and the liberation of women. In particular, he called for the abolition of women's feet-binding, a very barbaric ritual administered to young women for "aesthetic" reason. He also stayed in Japan to study, and disseminating Chinese education.

In 1924, Master Guanben donated his house in Macau to establish the Kong Tac Lam Temple. He also received the participation and support of his in-laws Jian Zhaonan (founder of Nanyang Brothers Tobacco Company) family, Mrs. Ho Tong, Buddhist masters, and social figures. He organized the master to open a women's Buddhist college in the Temple, and set up a women's free school, received women and offered food and living areas, and provided educational opportunities. In addition to the teaching of Master Guanben, a large number of Buddhist masters such as the famous old monk Xuyun, monk Yekai, and monk Chaolin, all gave lectures in the monastery. Therefore, the temple has collected and preserved the rich and precious documentary heritage, as well as the archives, manuscripts, and photos during the development of the temple, as well as the relics collected by the eminent monk, such as the original undisclosed letter of Liang Qichao, Internal documents, files, etc. of Buddhist academies.

During the Japanese War, In 1939, another famous Buddhist Master, Zhu Mount, came to Macao and stayed in Kong Tac Lam Temple. Zhu gave Buddhist lectures attracting a large audience from Macao and even from Hong Kong and the Mainland, including the very famous contemporary Chinese painter called Gao Jianfu. But it was Zhang Shou Bo (Kung Bun Buddhist Master), who was the legend, and was responsible for the introduction of many progressive changes, especially the improvement of social status of women in Macau and the region.

One of the major reasons why Zhang and Zhu could accomplish what they had set to achieve is the location and the relatively peaceful state of Macao, especially during the 2<sup>nd</sup> World War when everywhere in the region was in a state of turmoil and many celebrities and famous men of important social and political influence had sought haven in this little town which has remained a neutral city during the war.

This also accounts for the thriving of activities of Kong Tac Lam and the widespread of its influence in the region. The rich collection the Temple had been able to build is also an indication of the significant role of Macao played in this special period of its history. The relative peace enjoyed by Macao during the global conflict also guaranteed the safety and integrity of the Collection.

After WW II, many of the Buddhists were left Macau and went to other areas of Asia, such Burma, Cambodia, Vietnam, Hong Kong and Mainland China to further disseminate Buddhists cultural according to what they had learnt in the Temple.

Experts from the UNESCO Memory of the World Programme have visited the Kong Tac Lam several times and have basic concepts of the collection. its importance has been well recognized.

In recent years, UNESCO's posters specifically mentioned Macau (the importance of the documentary heritage in the promotion of women's status), which shows that the valuable resources of Macau Kong Tac Lam. In fact, both New Zealand and South Korea's documentary heritages have been included in the International Register of MoW, and only Macau has not yet been declared internationally. (See Annex 38)

The following are works published on the Kong Tac Lam Temple, as well as works published as a result of research conducted using the Temple's Collection:

- 《曲江張氏族譜》，(卷一至四)  
(Zhang's Genealogy, Vol 1 to Vol 4, 1920 )
- IEONG, H.K. Helen, *Studies on Macau Kung Tac Lam Temple and its Palm leaves manuscripts collection*, the Macaology in the Global Perspective, Beijing: Social Sciences Academic Press (China) 2012, page274-283
- 柳蓮輯錄:《竺摩法師自述及濠江遺稿鈔鉤沉》，載《文化雜誌》中文版第七十三期, 2009 年冬季刊，29-180 頁。  
(LIU Lin, ZhuMountMaster's Autobiographyandmanuscripts about his life in Macau, Journal of Revister Cultural No. 73, 2009. Page 29-180 )
- 徐金龍.《在澳弘法的粵籍高僧觀本法師》.廣東佛教)  
XU Jinlong, Teaching of Buddhism by Kung Bun Master, in Macau , Web Site of Guangdong Buddhism.  
<http://hk.plm.org.cn/qikan/gdfj/1999.2/199902f25.htm>.
- 湯開建:《清代香山鐵城張氏家族與澳門的關係：以《曲江張氏族譜香山鐵城宗支譜》為中心展開》，載《澳門研究》，2018 年 第 1 期，第 113-139 頁。  
(Tang Kaijian, "The Relationship between the Zhang Family of Xiangshan Tiecheng in the Qing Dynasty and Macau: Focusing on "The Genealogy of the Xiangshan Tiecheng of the Zhang Clan in Qujiang", in " Journal of Macao Studies", Issue 1, 2018, No. 113- 139 pages.)
- 華方田:《澳門佛教組織》載《世界宗教文化》1999 年第 04 期。  
(HUA Fang Tian, *Macau Buddhist Organizations*, Journal of World Religion and Cultural. No.4, 1999 )
- 楊開荊:《澳門特色文獻資源研究》. 北京: 北京大學出版社. 2003.

(IEONG, H.K. Helen, *Macau Special Documentation Studies*, Beijing: Peking University, 2003 )

- 楊開荊: 《觀本法師與澳門研究》(澳門文化局學術研究獎學金研究項目) , 2021,7

(IEONG, H.K. Helen, "Guanben Master and Macau Studies" (Research Project of Academic Research Scholarship of Macao Cultural Affairs Bureau), 2021, July

- 楊開荊: 《從功德林珍藏文獻遺產看觀本法師與梁啟超的關係》, 載:《澳門文獻信息學刊》總第 19 期, 第 1 期, 2017 年 5 月, 第 155-163 頁。

(IEONG, H.K. Helen, "Looking at the Relationship between Master GuanBen and Liang Qichao from the Documentary Heritage of the Kong Tac Lam Temple", in: "Journal of Macao Documentation and Information", Issue 19, Issue 1, May 2017, Pages 155-163 )

- 楊開荊:《歷史遺產足跡——功德林寺院印象》, 載:《藝文雜誌》第 6 期, 2017 年 6 月 第 65-70 頁。

(IEONG, H.K. Helen, "Historical Heritage Footprints-Impressions of Gongdelin Temple", in "Art Magazine" Issue 6, June 2017, pages 65-70.)

- 楊開荊:《澳門功德林文獻遺產與《世界記憶名錄》》, 載:《澳門文獻信息學刊》, 總第 17 期, 第 2 期, 2016 年 8 月, 第 113-125 頁。

(IEONG, H.K. Helen, "Documentary Heritage of Macau Kong Tac Lam and "Memory of the World Register", in: "Journal of Macao Documentation and Information", No. 17, (No. 2, August 2016), pages 113-125.)

- 楊開荊:《澳門功德林》, 香港: 三聯書店(香港) 有限公司, 澳門:澳門基金會, 2017

(IEONG, H.K. Helen, "Temple of Macao Kong Tac Lam", Hong Kong: Sanlian Bookstore (Hong Kong) Co., Ltd., Macau: Macao Foundation, 2017)

- 譚世寶、胡慧明、王曉冉:《澳門功德林創立之史蹟鉤浮沉》. 《文化雜誌》中文版第七十三期, 2009 年冬季刊, 193-220 頁。

(TAN Shi Bao, HUI Ming, and WANG, Ran, *History of the Establishment of Macau Kung Dac Lam Temple* , Journal of Cultural Magazine, Vol 73, Winter 2009, p193-220.)

6.7 Names, qualifications and contact details of up to three independent people or organisations with expert knowledge about values and provenance of the nominated material.

Name	Qualifications	Address/ Contract
SAK Kai Sheng	Buddhist / Abbot	No 13, Rua S. Jose, R/C, Macau
Prof. TANG Kaijian	Macau University of Science and Technology (Research on Master Gung Ben)	<a href="mailto:kjtang@must.edu.mo">kjtang@must.edu.mo</a>
Prof. TAN Shi Bao	Macau Polytechnic Institute (Research on Kong Tak Lam Temple)	Macau Polytechnic Institute Adult Education and Special Project Center

## 7.0 Assessment against the selection criteria

7.1 Primary criteria - significance value to the world. Comment on one or more of the following significance criteria.

### 7.1.1 Historic significance

Macao was able to enjoy a peaceful existence while the rest of the neighbouring areas was in great turmoil and instability was the reason for the extraordinary active role played by Kong Tac Lam 's Masters and the many influential personalities who had found its way there. Further, it was also the time when China and the whole region was in a great social, economic and political flux, calling for changes was heard everywhere. Kong Tac Lam's advocate for social reforms was a timely response to the need of the age. In particular, we can conclude the historic significance as below:

#### 1. Developed women's education and advancement

Women's status and social roles have always been concerned by the international community. Western countries gradually realized the issue of feminism and status in the 18th century. In the 19th century, scholars started to proposed feminism from academic and sociological perspectives. At the beginning of the 20th century, when the Chinese monarchy was overthrown for thousands of years, Chinese society experienced drastic changes and the Westernization Movement began, and the impact brought by the Western Gate affects people's thinking. But the status of women is still undervalued in most of the countries. In the late Qing Dynasty, knowledge people in Macao have paid attention to the status of women. The first women's Buddhist college in Lingnan was officially established in 1924. It was a pioneering measure in the same period. At the same time, it also provided free schools for civilian girls in Kong Tac Lam Temple. This influenced the establishment of Baojue Girls' College in Hong Kong, and Master Guanben also founded the "Tao Lun Society" and other similar women's Buddhist colleges in Guangzhou. All of the above shows that the founder's international vision, and has provided many women with opportunities to learn and stepped in society. Its impact is far-reaching and significant. Recently, it was specifically pointed out by the UNESCO MoW that the Manuscripts of Macau Kong Tac Lam Collection have witnessed the advancement of women's status and are of world significance. (See Annex 38 of the UNESCO

poster)

## 2. Witness the progress of modern social civilization

During the late Qing Dynasty, China and even many countries in the world were in social, economic, and political were unstable, and calls for change were everywhere. The progressive thought advocated by Kong Tac Lam Temple was a timely response to the needs of the period, and promotes the progress of social civilization with a pioneering and innovative spirit. Due to the relatively open and safe historical background of Macau at that time, while other surrounding areas were in great turmoil, in the unstable situation of the international situation, the master of Temple and many influential people played extraordinary and active there. During the reform period, the founder of the temple, Master Guan Ben, and Liang Qichao's reform movement. As a result, many undisclosed documentary heritages have been preserved, such as the correspondence between Liang Qichao and Master Guanben, which bears witness to the history of reformers in revitalizing Chinese teaching overseas, and has far-reaching influence. While promoting enlightenment education and social progress, it has important worldwide significance.

In addition, these documents also reflected the relatively peaceful and tolerant atmosphere of Macau during World War II, which allowed refugees from all over the world to find shelter. This open and humane spirit is the universal value that human society respects.

## 3. The profound influence of spreading Buddhist culture

In terms of Buddhism dissemination, the Kong Tac Lam Temple uses Pure Land Buddhism and Zen (Linji Buddhism) as its objective. The master of the monastery concentrates on spreading Buddhism and teaching disciples. He spread Buddhism in Hong Kong, Macau, the Mainland, and even Southeast Asia, and left many works and manuscripts. Such as "Xiangguang Pavilion Essays" and "Five Meetings Sounds of Buddhism". At the same time, have been advocated the concept of human Buddhism, and vigorously promoted social harmony, ethics, social ethics, patriotism, benevolence and equality, and spiritual civilization. Many relics from monks such as the manuscripts and correspondence between famous perons in the temple can be studied for their contributions and influence in the field of Buddhism in the world.

## 4. Famous historical persons

There are many important historical persons in the relevant archives and photos, such as the old monk Xuyun, the master of Zen Buddhism in modern generation. Master Guanben is one of his top ten students and well known in the Buddhism world. Therefore, he had a close relationship with the Temple Kong Tac Lam which can be found in photos, archives, and rare books. In other hand, Master Guanben and Liang Qichao is a good friend of the same mind. They jointly opposed the signing of the Shimonoseki Treaty, and initiated the reform movement with the call of "reform and strengthen". Another one name Jian Zhaonan, founder of Nanyang Brothers Tobacco Company (in-law relationship with Master Guanben), and strong supported the establishment of Kong Tac Lam and Buddhist College. Furthermore, Mrs. Ho Tong, Zhang Linjue, they promoted Buddhist education, especially the promotion of women's Buddhist education together, and she running between Hong Kong and Macau for promoting the girls status. In fact, there are many Buddhist masters, cultural celebrities, and social elites, etc were working there, and they have an influential role in world Buddhism, international historical transitions, and important events.

## 5. Cultural and artistic connotation

As a Buddhist college, the Temple has kept a large number of precious historical documents, covering rich Buddhist classics, including sutras, laws, theory, culture and art, Chinese studies, morals and ethics, business studies, philosophy, etc. There are also palm leaves scriptures, old photos, letters, manuscripts, and calligraphy and paintings, which are precious and have important historical, cultural and artistic values. At the same time, they have explored relevant historical and era characteristics through these documentary heritages.

### 7.1.2 Form and style

The formats of the documentary are diverse and rich, such as paper manuscripts, exquisite silk, wood engravings, photographs, as well as palm leaves, bound volumes, manuscripts, etc. Among them are famous calligraphy and paintings, such as Wu Changshuo, Qi Liangchi (the son of Qi Baishi), Master Zhu Mo, etc. In the autograph letters and class notes, there are also many autographs of Buddhist masters, in addition to Liang Qichao, many of which are isolated copies or historical materials.

### 7.1.3 Social, community or spiritual significance

The people involved here were influential celebrities. The Collection testifies to the close interaction of Buddhist Masters not only between Macao and China and the neighbouring regions, but also between Masters of the region and those residing in Europe and in the United States.

Furthermore, these documentary heritages are of great significances to the communities of women, Buddhists, cultural circles, academic scholars, educations, libraries, calligraphy and painting art society, etc. They represent an important testimony to the Women's Liberation Movement and the advancement of women's status. As an orthodox Buddhist temple, it still provides the function of Buddhist education now. Therefore, the doctrines and contributions of famous Buddhist masters covered in related documents have important spiritual and cultural value for Buddhist masters and believers. The collection proves that Buddhist masters closely interaction, not only between Macau and China and the surrounding areas, but also between masters in the region and masters living in Europe and the United States. At the same time, because the contents of the literature and the social groups they reflect are extensive, including educational development, book and file management, calligraphy and painting, etc., they have important social value to related groups.

## 7.2 Comparative criteria. Comment on one or more of the following comparative criteria:

### 7.2.1 Rarity

The whole collection is authentic and irreplaceable. Isolated copies of the rare books (or their later editions) might scatter in certain libraries. However, they cannot replace or compare to this documentary heritage in terms of its rich content, broad date coverage and the contextual information provided by

the related records and formats, which make the collection as a whole unique and priceless.

#### 7.2.2 Integrity, completeness, condition

Integrity of this documentary heritage is beyond doubt as the records and materials have been accumulated and kept by the same custodians during the normal course of business activities.

#### 7.3 Statement of significance

The Collection is resulted primarily from the pioneering religious and educational activities of the Masters of Kong Tac Lam Temples in Macao, Hong Kong, Mainland China and in the Southeast Asian countries.

Apart from the advocacy and dissemination of Buddhist teachings, Kong Tac Lam was the first to start providing education to women, and its works also inspired other similar activities in Hong Kong (such as the PaoKok Women College founded by the Hotung family in Percival Street, Hong Kong) and in the Mainland. Though not exactly the only voice to call for women's liberation in this part of the world (the May Fourth Movement in 1919 also heralded such an awakening), Masters in Kong Tac Lam were among the first to give serious attention to women's social plight during the period and the urgent need of education before their social status could be improved.

Kong Tac Lam Masters also called for the abolition of the barbaric custom of women's feet binding, literally "liberated" them. They were also keen on fighting social vices such as opium smoking which was then quite popular among men of the relatively wealthy class and a cause of moral degradation and many of the social vices.

The uniqueness of the Kong Tac Lam Collection is its richness, a testimony to the Temple's extraordinary and exclusive activities during the period when the neighboring region was in great social and political turmoil. Macao had provided a haven to many influential intellectuals escaping the war while Kong Tac Lam provided a forum for them to engage in all kinds of intellectual activities, exchange and dissemination. (Macao's unique position was explained in para. 7.7.1 above).

Kong Tac Lam, its masters and the many intellectual associated with it are instrumental in bringing about social changes and reforms in Macao and in the region.

## 8.0 Consultation with stakeholders

8.1 Provide details of consultation with relevant stakeholders about this nomination

- Kong Tac Lam Temple , Macao Documentation and Information Society, Macao Memory of the World Academic Center, historical research scholar.
- Buddhist teams, women's groups, missionaries, historians, etc.
- Dr. Helen H.K. Leong, participated by experts of the Macao Documentation and Information Society, colleagues of the Macao Memory of the World Academic Center, and reference related research results.

## 9.0 Risk assessment

### 9.1 Detail the nature and scope of threats to the nominated material

Some old papers and publications are damaged by silver fish and other microorganism. Most of the volumes are now wrapped in white papers for protection. Experts had helped to work out restoration and preservation strategies and plans, and prepare for funding application are supported by Macau Government. Climatic control, storage equipment not conducive to the collection's preservation, humidity, fungus, acidity, lighting and excessive handling are being well concerned.

## 10.0 Preservation and access management plan

### 10.1 Describe, or attach as a scanned document, any existing plans. If no plans exist, provide details about proposed conservation, storage and access strategies

The documentary heritage is being looked after by designated staff and kept in cabinets, racks and boxes in the temple. Open access is available for walk in researchers or upon special inquiry, that depending on the purpose of the requester and the physical condition of the items.

It is highly likely that funds will be made available for sorting, description and indexing, conservation, preservation and copying to provide for wider retrieval.

## 11.0 Any other information that may support the nomination

### 11.1 Note below or attach scanned documents as appropriate

Since the collection has been inscribed to MOWCAP, and received large attention and concern by the general public. At the same time, the collection have cooperated with the undergraduate and master's courses of the university. In addition to introducing them in the classroom, they have also specially arranged for students to visit and study. Therefore, it has been widely publicized in middle schools and academic societies. (See Annex 43)

The Macao Cultural Bureau also provided scholarships for academic research for "Master Guanben and Macau Studies" (the founder of the Temple and the study of documentary heritage), which shows that the society plays a great importance to the history and documentary heritage of the

temple. Also, at the City University of Macau, some of the exhibitions about Kong Tac Lam's collection have been held, which have also attracted the attention of young people and scholars as publicity and promotion.

In addition, graduate students use this topic as research subject for a master's thesis. For example, "Applied Research in Gong Delin Documentary Heritage of Macau under the Background of Digital Humanities" (Student: Wang Shu, Supervisor: Helen H.K. Leong, University of Macau, Master of Macau Studies. (see Annex 44).

The publicity poster of the UNESCO Memory of the World Programme specifically mentioned the Macau Kong Tac Lam project (see Annex 38); another example: UNESCO Thailand Office held the "Women in History" exhibition on March 8, 2020 (due to the epidemic, exhibition was held online), and some pictures of Macau Kong Tak Lam was obtained for the exhibition, which shows that the relevant documents have attracted international attention and attention. (Exhibition website: <http://mowherstory.org/items/show/10>)

## 12.0 CHECKLIST

Summary completed (section 2); ☐ ✓

Nomination and contact details completed (section 3); ☐ ✓

Declaration of Authority signed and dated (section 4); ☐ ✓

If this is a joint nomination, section 4 is appropriately modified, and all Declarations of Authority obtained; ☐ ✓

Legal information (section 5); ☐ ✓

Details of custodian if different from owner (section 5); ☐ ✓

Details of legal status completed (section 5); ☐ ✓

Details of accessibility completed (section 5); ✓

Copyright permission for images completed (section 5); ✓

Catalogue and registration information (section 6); ✓

History/provenance completed (section 6); ✓

Bibliography completed (section 6); ✓

Independent referees identified (section 6); ✓

Significance – primary criteria (section 7); ✓

Significance – comparative criteria (section 7); ✓

Statement of significance (section 7); ✓

Details of consultation with stakeholders completed where relevant (section 8); ✓

Assessment of risk completed (section 9); ✓

Summary of Preservation and Access Management Plan completed or strategy proposed (section 10); ✓

Any other information provided – if applicable (section 11); ✓

Additional scanned documents, including suitable reproduction quality photographs identified to illustrate the documentary heritage (300dpi, jpg format, full-colour preferred); ✓