

SHIN BOOK & PAPER CONSERVATION

TREATMENT REPORT

1. Description & Condition



Object: Civil War Document 1

Dimensions: W 39cm x H 26cm

Description: Multiple paper items are adhered to a thick ledger sheet with red lined columns, which serves as a secondary support. Five Confederate banknotes and one photographic print (possibly albumen) are adhered to the recto of the sheet, while one banknote is adhered to one corner of the verso. The adhered items are printed, and most of the banknotes have handwritten signatures in black and brown inks.

Recto:

1. The Central Bank of Alabama, \$1 banknote (recto).
2. \$20 banknote (verso).
3. The Confederate States of America, \$20 banknote (recto).
4. "The Confederate Note Memorial" photographic print.
5. The Bank of Howardsville, \$50 banknote (recto).
6. The Confederate States of America, \$1 banknote (recto).

Verso:

7. The Bank of Chattanooga, \$2 banknote (recto).

Condition: The document has been stored rolled, resulting in a persistent curvature. The adhered banknotes are worn and fragile, exhibiting surface grime, discoloration, and several tears and small losses along the edges. The photograph is firmly adhered to the support and shows cracks and tears along the corners and edges.

The secondary support (the ledger sheet) is tightly rolled and creased, with small tears along the perimeter. The strong adhesive attachment has created localized strain, showing cockling across the sheet.



Object: Civil War Document 2

Dimensions: W 39cm x H 26cm

Description: Multiple paper items are adhered to a thick ledger sheet (same as Document 1), which serves as a secondary support. The assembly includes a mix of military documents, an illustration, and a banknote, from the Civil War era. These items include printed text and illustration and handwritten inscriptions in black, brown, and red inks, and graphite. The verso of the support is blank.

1. Provost Marshal's Office Certificate: Issued in Portsmouth, Virginia, dated May 11, 1865.
2. Confederate Flag Illustration: A color print titled 'The Confederate Flag,' with an additional paper note in graphite is adhered over the center of the illustration sheet.
3. Appomattox Parole: A 'Parole of the Army of Northern Virginia' issued at Appomattox Court House, Va., dated April 10, 1865.
4. Maryland Society Letter: A letter from 'The Society of the Army and Navy of the Confederate States in the State of Maryland,' dated March 17th, 1886. It includes a color printed insignia of crossed flags.
5. The Confederate States of America, \$100 banknote.

Condition: The document has been stored rolled with *Document 1*, resulting in a persistent curvature. The adhered items are worn and fragile, exhibiting surface grime, staining, and numerous tears. Notably, these fragments appear to have been attached to the support while already torn, as they are firmly adhered in their damaged state. The secondary support exhibits surface grime, with creases and small tears along the edges. The adhesive attachment has caused cockling and strong crease across the support paper.

2. Treatment Report

Treatment Description	Treatment Hours
1. Took before treatment photographs of both documents.	11 hours
2. Humidified each document for 1 hours and 20 minutes. Dried and flattened the documents under heavy weights, sandwiched between Hollytex, blotters, and felts under Plexiglas.	
3. Took during treatment photographs of both documents.	
4. Surface cleaned the documents using cosmetic sponges.	
5. Removed the support papers first mechanically, followed by poulticing with 4% methylcellulose.	
6. Mended tears using Tengujo Japanese tissue (9 gsm) and 4% methylcellulose.	
7. Lined documents with blank verso with acrylic-toned Tengujo (9 gsm & 5 gsm) and 4% methylcellulose.	
8. Lined the photograph with Uso Mino Thin (12 gsm) and 4% methylcellulose. Losses were filled using acrylic-toned Uso Mino Thin and wheat starch paste.	
9. Humidified individual documents for 40 minutes, followed by drying and flattening between Hollytex, blotters, and felts under Plexiglas and heavy weights.	
10. Took during treatment photographs of individual documents.	
11. Finalized the configuration and layout of the documents.	

12. Hinged each document to a 4-ply white mat board using Uso Mino Thin v-hinges (four to five per document) and wheat starch paste.
 13. Took after treatment photograph of the hinged documents.
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3. Preservation Notes & Recommendations

- Display the documents away from direct sunlight to prevent fading and degradation. It is recommended to frame the object using UV-filter glazing.
- Avoid storage or display in areas subject to extreme or fluctuating temperature and relative humidity—such as attics or basements. A stable, climate-controlled environment is best for the long-term preservation of the documents and photograph.

4. Photo Documentation

All treated items were photo documented. Before, during, and after treatment images are available in [this link](#). Photos will be retained for 30 days from the report date—make sure to download them before then. Please reach out if you have any trouble accessing the images.

5. Materials Used

- 4% methylcellulose
- Zen Shofu wheat starch paste
- Golden acrylics
- Uso Mino Thin (12 gsm)
- Tengujo machine-made (9 gsm & 5 gsm)
- 4-ply white mat board (Rising Museum Board)