

Stanford University Libraries  
Book Conservation Documentation

Registration #

Jira

Photodoc  Yes

Description

BINDING

original binding       not original binding       dimensions

Covering materials

Leather       full       quarter       half  
Vellum       full       quarter       half       limp       over boards  
Paper       full       quarter       limp       over boards  
Cloth       full       quarter       half

Notes:

TEXT TO COVER ATTACHMENT

laced-in boards       laced case       case binding       other

Notes:

TEXTBLOCK

Sewing

unsupported  
 supported       textile       leather       paper       vellum        
 all along       abbreviated       other  
 single raised cords/thongs      #  
 double raised cords/thongs      #  
 recessed cords      #  
 tapes      #

Notes:

#### Endbands

- sewn       stuck on       laced-in

#### Spine linings

- adhesive only       parchment       textile       paper       hollow tube  
 not visible       other

Notes:

### Condition

#### PAPER

- leaves torn  
 leaves detached:  
 leaves creased  
 dog ears  
 leaves missing  
 water damage  
 mold damage  
 previously repaired  
 tape/type \_  
 iron gall ink problems

#### TEXTBLOCK

- adhesive binding failing  
 sewing                       broken       loose  
 sewing supports broken  
 spine linings deteriorated  
 endbands                       broken       loose       missing

TEXT TO COVER ATTACHMENT

- boards weakly attached     front     back
- boards detached     front     back
- hinges split     front     back:

BINDING

- previously repaired
- corners     broken     soft     missing
- covering material damaged/deteriorated
  - torn     missing areas     lifted
  - leather powdery     water damage     other

Notes:

**Treatment**

PAPER

- dry clean     vinyl eraser     other
- vacuum mold
- wash
- deacidify     calcium hydroxide     Bookkeeper     other
- size: \_
- remove tape    solvents used:
- mend paper     wheat starch paste
- fill losses

Notes:

## TEXTBLOCK

- lift cover of spine       at head and tail       full spine       other
- clean spine       at head and tail       full spine       other
- reattach loose leaves       paper       wheat starch paste       stab sewn

Notes:

## LEAF ATTACHMENT/SEWING

- repair failing adhesive leaf attachment
- mend sewing
- resew
  - unsupported #
  - supported #
    - cords       tapes       tawed
    - single       double
    - recessed       flattened
  - supported kettle
    - all along       abbreviated
- repair endbands:       sewn       stuck on       laced-in

Notes: with Japanese paper and wsp hinge front fly and frontispiece

## SPINE LININGS

	head and tail	full spine	wheat starch paste	pva
first spine lining of Japanese paper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
cotton cloth with hinge/joint extensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
airplane linen with hinge/joint extensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jpn paper over cloth hinge/joint extensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
paper with hinge/joint extensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
paper (on spine only/no hinge extensions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

- hinges added     paper                     cloth
- sewn around first and last sections
- adhered at shoulder and board edge only                     wheat starch paste                     pva
- stab sewn

- new endpapers    paper \_\_\_\_\_
- sewn             tipped             hinged/guarded

Notes:

#### TEXT TO COVER ATTACHMENT

- reattach boards     front             back
- hinge/joint extensions from spine linings
  - cotton             linen             western paper     Japanese paper
- Japanese paper hinge             western paper hinge
- reback             paper             cloth             leather

Notes:

#### COVER

- new cover    materials \_\_\_\_\_
- consolidate corners with wheat starch paste
- rebuild corners
- recover corners     Japanese paper     cloth     other \_\_\_\_\_
- leather treated with:             Klucel-G             Cellugel (hydroxy propylcellulose; isopropanol)
- repairs treated with:             SC6000 wax     Renaissance/microcrystalline wax

Notes:

COLORING

	Colored Pencil	Artist's Acrylics	Gouache	Watercolors	Other
		in mc	in mc		
<input type="checkbox"/> paper mends in text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Japanese paper in joints	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> endpapers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> hinges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> rebacking material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> covering material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> leather	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

Recommendations for future care:

Notes:

Overall treatment notes:

Examination and Treatment Performed By:

Date:



# Stanford University Libraries - Book Conservation Documentation

Short title:

Registration #

Publication date:

Jira #

Photodoc  Yes    Video  Yes

File name:

## DESCRIPTION

BINDING

TEXT TO COVER ATTACHMENT

TEXTBLOCK

Sewing

Endbands

Spine linings

## CONDITION

PAPER

TEXTBLOCK

TEXT TO COVER ATTACHMENT

BINDING

**SUMMARY OF PROPOSED TREATMENT:**

**ESTIMATED TREATMENT TIME:**

## TREATMENT

PAPER

TEXTBLOCK

LEAF ATTACHMENT/SEWING

SPINE LININGS AND TEXT TO COVER ATTACHMENT

	Material	Extended	Head & Tail	Full spine	Paste	PVA
1st lining						
2 <sup>nd</sup> lining						
hollow						
3 <sup>rd</sup> lining / Board attachment						
Other:						

COVER

COLORING

	Colored pencil	Acrylics wash	Acrylics in MC	Gouache wash	Gouache in MC	Watercolors	Other
Paper mends in text							
Guards							
Japanese paper in joints							
Endpapers							
Hinges							
Rebacking material							
Covering material							
Other							

NOTES:

<b>Overall treatment time:</b> Over _____ days.
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Examination and Treatment Performed By:

Date: