**Valuation Decision Tree**

This decision tree tool is for the use of RPA members who are considering having a *cultural asset* valued. Following the route through the tool will help you to decide what action you need to take for valuing any *cultural asset* you have identified.

What do we mean by *cultural asset*?

1 *Cultural asset* means Work of Art, Collectable, Heritage Asset or Antique and may include (list is not exclusive): paintings, sculptures, jewellery, china, curiosities, celebrity items, trophies, rare books, manuscripts, antique furniture, and tapestries.

What do we mean by Request for Valuation?

2 Request for Valuation: This is undertaken by using the RPA portal which is designed to capture the information about your *cultural asset* necessary for an initial valuation to take place. Typically, you will need to provide supporting evidence (photographs and documents) as specified in the portal. If the initial assessment indicates that a more detailed assessment is required, the RPA team will contact you to arrange this.

