

**FIAF CURATORS AND DIRECTORS!
PLEASE MAKE THIS INFORMATION AVAILABLE TO YOUR STAFF!**

**FIAF SUMMER SCHOOL
GEORGE EASTMAN HOUSE
Rochester, New York**

June 10 to 28, 2002

Preliminary Information Sheet

APPLICATIONS

Applications must be made in full on the forms supplied. Upon acceptance, applicants must supply two passport-style photographs. Applicants who require a travel visa, either to leave their native country or to enter the United States, should allow plenty of time for government processing. GEH will gladly write supporting letters if requested. Please enclose a letter of support from the Head of your archive or organization with your application.

TRAVEL

Wherever possible, arrangements will be made to meet participants at the Rochester International Airport or at the local railway station.

VENUE

The majority of the lectures and practical aspects of the course will take place at the Museum's premises in Rochester. However, there will also be visits to other establishments, such as the Louis B. Mayer Conservation Center, the Museum of Modern Art Conservation Center, the John E. Allen Laboratories, the Library of Congress' Conservation Center, and to places of technical and social interest.

ACCOMMODATION

Arrangements are being made with the University of Rochester in order to provide accommodation for all students involved with the FIAF Summer School at the UR campus. A number of rooms may be available in private homes. Further details will be provided when enrollment has been finalized. Applicants should be aware, however, that due to the limited number of single rooms available, a number of students must be willing to share a room.

MEALS

Breakfast and lunch will be provided at the Museum during working days. Please note, however, that students are responsible for all other meals (evenings and weekends).

On days when participants are at the Conservation Center, a mid-day meal in the form of a buffet or sandwiches will be provided by GEH.

When visiting other establishments, packed lunches will be available and use will be made of local restaurants and canteen facilities.

MAIL

If participants wish to receive mail whilst on the course, letters can be addressed to the George Eastman House, as follows:

George Eastman House
Motion Picture Department / FIAF Summer School
900 East Avenue
Rochester, New York 14607
United States

Telephone: 1-716-271.33.61, ext. 333

Fax: 1-716-271.39.70

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Draft List of Proposed Training/Lecture Subjects

1. History of GEH, FIAF and Film Archiving Movement
2. Basic Film Structure and Film Handling
3. Cellulose Nitrate and its Preservation
4. Cellulose Acetate and its Preservation
5. Polyester
6. Basic Film Processing Theory
7. Color Film Preservation
8. Color Film Duplication
9. Film Storage Conditions
10. Preservation Principles and Rules
11. Air Conditioning in Film Storage Vaults
12. Types of Film Stock in Current Use
13. Film Treatments
14. Step Printers/Continuous Printers/Optical Printers
15. Digital Technologies
16. Health and Safety at GEH
17. The Work of the GEH
18. Polymer Degradation

You are invited to submit an application on the enclosed form on behalf of yourself or members of your staff (please photocopy the form as necessary). If there are more applicants than places available, a selection will be made by GEH. If there are fewer applicants than places available, then we will seek qualified participants from a wider field.

Please send completed forms to Jeffrey L. Stoiber, George Eastman House, 900 East Avenue, Rochester NY 14607, United States (fax: 1-716-271.39.70). Closing date for receipt of applications: 31 December 2001.

Sincerely,

Paolo Cherchi Usai
Senior Curator, Motion Picture Department
George Eastman House