

LAW & RESPONSIBLE DETECTING · FREE RESOURCE

Potential Treasure Find Record Form

Capture the exact findspot, circumstances, photographs, measurements and reporting details in one record.

What's inside

- ✓ Clear, practical steps you can use straight away
- ✍ Written for real UK detecting, not theory
- 📄 Plain-English guidance, checked against official sources
- ☆ Free to print, keep and share



Written by
detectorists



Checked against
UK guidance



Free to print and
keep

This form does not complete official reporting. It is a personal record. Follow the current official reporting process for the nation where the object was found (see the action checklist).

Finder & landowner

Finder		Landowner, occupier or manager	
Date & time found		Nation (for reporting route)	
People present			

Exact findspot (keep private)

Exact coordinates		Coordinate system	
Accuracy (e.g. GPS +/- m)		General site code (for sharing)	
Depth & orientation		Detector & position	
Was it alone or with others?			
Any container, feature or undisturbed layer? (for example a pot, a wall, or soil that had not been dug before)			

The object & handling

Dimensions & weight		Photographs taken?	Yes ☐ No ☐
Cleaning or handling already done			
Storage arrangements			

Findspot sketch & photo references

 SKETCH: MARK OBJECT POSITIONS IF GROUPED	 PHOTO REFERENCES (FRONT / BACK / SCALE / FINDSPOT / CONTEXT)
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Reporting

Contacted (office / person)		Date & time reported	
Reference / receipt		Reported within time limit?	Yes ☐ No ☐
Instructions received & follow-up			

Quick reference only, not legal advice. Edition: UK, all nations, v1.1. Guidance checked: 24 July 2026. Next review due: by July 2027. Always confirm the current official guidance for where you detect.

Official sources: [GOV.UK Report treasure](#) [Treasure Trove Scotland](#) [National Museums NI](#)

This form is for record-keeping only and does not itself complete any legal reporting requirement. Keep exact findspot details private and secure. Follow the current official process for the country where the object was found.

Get more free metal detecting guides, templates and practical advice at DetectoristWorld.com.