



Special collections deposit agreement

Please print this page complete and send with your research

Name of collection:

(leave blank)

Name of depositor:

Address:

The Society is grateful to you for offering to donate your collection of genealogical research material to its Library. This agreement is to clarify the basis on which we accept it.

It should be on the basis that all property and intellectual rights (including copyright) in the material pass unconditionally to the Society. We also need your assurance that, to the best of your knowledge, no rights in the material belong to any other body or person.

The Society needs to have full power (either itself or in association with any other body or person) to record or reproduce the material in any form whatsoever, including forms not yet invented.

The Society must have full power to transfer any material to other libraries or repositories or to otherwise dispose of any items which are, in the unfettered opinion of the Society, already represented in its collections, adequately recorded elsewhere or otherwise unsuitable for retention by the Society or study by its members and visitors.

Please confirm that the material is being offered to (and accepted by) the Society on the above terms by signing and returning the attached copy of this letter.

Signed by way of agreement and confirmation:

Name (BLOCK CAPITALS):.....

Signature:.....

Depositor/Depositor's agent (delete as appropriate)

Date:.....