

# Henderson State University Archives

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## Deed of Gift Form

The **Deed of Gift** form is designed to legally assign ownership of materials donated to the Henderson State University Archives to said Archives. Donated materials will be administered in accordance with the Archives' established policies. The Deed of Gift form constitutes the transfer of title and defines the terms of the transfer. Henderson State University gratefully acknowledges receipt from:

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Donor's Name & Address

Of the following items:

The donor hereby gives these materials and transfers legal title to the Henderson State University Archives as an unrestricted gift. The donor also transfers to the Archives the copyright and literary property rights in these materials in so far as such rights are held by the donor, unless limiting conditions are specifically stated as follows:

Researchers who conform to the rules for established by the Henderson State University Archives may have full access to these materials, including the right to make copies of them. Items not retained by the Archives shall be given appropriate disposition as determined by the Archives, unless the donor specifically requests in this agreement that items not retained by returned to the donor.

This property came into the possession of the donor through (gift, purchase, inheritance, etc.):

From: \_\_\_\_\_

Of \_\_\_\_\_ on or about \_\_\_\_\_

Date \_\_\_\_\_ Signature of Donor \_\_\_\_\_

Date \_\_\_\_\_ Signature of HSU Archivist \_\_\_\_\_