



DEED OF GIFT FORM

Thank you for your donation of materials to the Novi Public Library's Local History Room. We appreciate your commitment to the growth and quality of our historical resources.

This Deed of Gift testifies to the agreement of the donation of the collection of materials and subsequent additions to that collection between Novi Public Library's Local History Room and the donor.

Novi Public Library considers all gifts of materials to the Local History room to be unrestricted. Items received as gifts are irrevocably given, transferred and assigned to the Library's Local History Room including any copyright and/or associated intellectual rights which the donor(s) may have. All gifts will be reviewed in accordance with the current collection development policies and any materials determined to be out of the scope of our collection may be sold, exchanged or discarded. Novi Public Library reserves the right to reformat any of the materials donated for purposes of preservation, storage and accessibility. These rights extend to any formatting technology currently in use or developed in the future.

Donor Name (Please include Prefix & Title):

Contact Name (Please include Prefix & Title) if different from Donor:

Donor Address:

Phone: _____ **Email:** _____

Copyright Interests & Conveyances:

____ I represent and warrant that I control copyright to the donated materials.

____ I assign to the Library all copyright and/or associated intellectual rights that I have for these donated materials.

Brief Description of Gift:

I assign to the Library all copyright and/or associated intellectual rights that I have for these donated materials.

Donor/Contact Signature: _____ **Date:** _____

FOR LIBRARY USE ONLY

Information Services Staff Signature: _____ **Date:** _____

Director Signature: _____ **Date:** _____