GIFT AGREEMENT

____________________________________ (hereinafter referred to as the Donor), sole and absolute owner of these materials, does hereby transfer, give, grant, and assign to California State University, Stanislaus Library and its successors and assigns the materials described as follows:

Description of Materials

California State University, Stanislaus Library accepts the materials described above under the terms of this agreement. These materials have been identified as having enduring research value. Said materials are to be administered by the California State University, Stanislaus Library (hereinafter referred to as the University Library).

Copyright (Donor will initial the appropriate statement.)

______ Donor transfers all copyrights he/she holds in the materials to California State University, Stanislaus Library.

______ Donor retains all copyrights he/she holds in the materials.

______ The Donor understands that unless they explicitly transfer ownership to California State University, Stanislaus Library that the creator and their heirs retain copyright for the life of the creator plus 70 years. In the event that the donor retains copyright, all permissions to digitize the collection and publish from the collection must first be approved by the donor, their heirs, or designee. The copyright holder must provide California State University, Stanislaus Library with updated contact information for the collection to remain open for research.

______ Donor retains all copyrights he/she holds in the materials until ______________ (date) or his/her death.

Transfer of Materials to the University Library

The materials will be physically conveyed to the University by means mutually satisfactory to the Donor and the University Library.
Materials Not Retained by the University Library (Donor will initial the appropriate statement.)

______ Any materials that the University Library determines to be inappropriate for retention in the collection will be disposed of in accordance with standard University Library procedures.

______ Any materials that the University Library determines to be inappropriate for retention in the collection will be returned to the Donor.

Processing, Cataloging, and Research Access

The University Library will arrange, describe, catalog, preserve, and provide access to these materials in accordance with standard University Library and archival procedures. The materials will be open for research in accordance with the regulations and procedures of the University Library for unrestricted collections.

Access Restrictions: ________________________________________________

Additions

The terms of this agreement will cover all future transfer of materials by the Donor unless a specific addendum accompanies a particular transfer of materials.

Donor Information

Name: ____________________________________________________________

Address: _________________________________________________________

Signatures

__________________________________________ Date

Donor

__________________________________________ Date

Dean of Library Services
California State University, Stanislaus Library

3/19/2018