

**PUBLIC LIBRARY OF NASHVILLE AND DAVIDSON COUNTY
DONOR AGREEMENT
DEED OF GIFT**

The donor named below declares that he/she does have the authority to and does voluntarily donate the materials described below in this deed of gift to the Public Library Board of the Metropolitan Government of Nashville and Davidson County ("Library"). It is understood that the purpose and intent of this gift is to transfer and assign all rights, title and interest in this gift.

Copyright/Intellectual Property Rights Declaration

The donor declares the following regarding the intellectual property component of the gift:

() I know that I own the copyright and other intellectual property rights for this gift and **do** intend to transfer this copyright and other intellectual property rights to the Nashville Public Library;

() I know that I own the copyright and other intellectual property rights for this gift and **do not** intend to transfer the copyright and other intellectual property rights to the Nashville Public Library;

() I do not know whether I own the copyright or other intellectual property rights for this gift.

() I do not own copyright or other intellectual property rights for this gift.

There shall be no restrictions on the Library's use of this gift unless noted below in the description of materials. I guarantee that I have good and marketable title to both the physical and intellectual property components, if applicable and indicated above, of this gift, that the gift is unencumbered, and that I am fully authorized to make this gift.

Where applicable, said materials will be made available to the public for research after processing by staff, and may be microfilmed, photocopied, or otherwise reproduced or reformatted by the Nashville Public Library. **Using established procedures, library staff may use their discretion to dispose of material inappropriate for the library's collections.**

I release and indemnify the Public Library of the Metropolitan Government, its employees, board members, agents and representatives and the Metropolitan Government of Nashville and Davidson County, its employees, officials, agents and representatives from any and all claims or demands arising out of or in connection with the use of this gift, including but not limited to any claims for defamation, copyright violation, invasion of privacy or right of publicity. This deed of gift becomes effective when signed by the donor.

(NRDonor) (08/02)

Description of materials:

Donor: _____ Date: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Donor Signature: _____ Email: _____

If acting as agent, for whom or what organization? _____

Additional contact information: _____

STAFF USE:**Section A:**

Review Agreement Completed ☐ Yes, Conservation Survey required. See Part B.
☐ Yes, gift accepted and approved. Complete Part A.
☐ No, gift accepted and approved. Complete Part A.

Gift Received by _____ Date _____

Approved by : Director, Division/Branch Manager, or Designee _____ Date _____

Section B:

Conservation Survey Completed ☐ Estimated Cost to Process _____

- ☐ Approval by Director Required
☐ Approval by Public Library Board Required

Section C: Approval

Director, Nashville Public Library _____ Date _____

Authorized representative _____ Date _____

The Nashville Public Library Board
Metropolitan Government of Nashville and Davidson County

Accession No. _____