| **Millikin University Archives**<br>**Staley Library** | *DEED OF GIFT*<br>*Version 1.3: 7/2006* |
|---|---|

_____ **Date**

## Gift of Papers and other Historical Materials of:

_____

### To the Millikin University Archives

1. I, _____ (hereinafter referred to as the Donor), subject to the terms and conditions hereinafter set forth, hereby give, donate, and convey to the Millikin University Archives (hereinafter referred to as Archives), my papers and/or other historical materials (hereinafter referred to as the Materials) which are described in the Inventory List, attached hereto.

2. Title to the materials shall pass to the Archives upon their delivery to the Archives.

3. Following delivery, the Materials shall be maintained by the Archives in their facilities. After delivery, the Donor shall be permitted freely to examine any of the Materials at any time during the regular working hours of the Millikin University Archives.

4. The Archives may dispose of any of the Materials that the Archives determines do not meet the Collection Purpose of the Millikin University Archives.

5. The Donor hereby gives and assigns to the Archives all rights to copyright which the Donor has in (a) the Materials and (b) in such of his or her works as may be found among any collections of Materials received by the Archives from others.

6. In the event that the Donor may from time to time hereafter give, donate, and convey to the Archives, for deposit in the Millikin University Archives, additional papers and other historical materials, title to such additional papers and other historical Materials shall pass to the Archives upon their delivery, and all of the provisions of this instrument of gift shall be applicable to such additional papers and other historical Materials. A description of the additional papers and other historical materials so donated and delivered shall be prepared and attached hereto.

Signature: _____ Date:_____
**DONOR**

Signature: _____ Date:_____
**WITNESS**

The foregoing gift of the papers and other historical Materials of the Donor is accepted on behalf of the Millikin University Archives, subject to the terms and conditions heretofore set forth.

Signature: _____ Date:_____
**MILLIKIN UNIVERSITY LIBRARIAN**