



# Corette Library Deed of Gift Form

I, the undersigned, hereby donate and convey to Carroll College, all rights, title, and interest that I possess in the following materials:

**Description:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date material received:** \_\_\_\_\_

I understand that the location, retention, cataloging, and preservation of the materials, or other considerations relating to their use or disposition, are at the discretion of the College in accordance with their Policies. Materials added to the collections shall be accessible to all persons qualified to use materials in the College collections, subject to the terms and conditions, if any, stated below.

**Terms and Conditions:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Donor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Donor's Name and Address (please print):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

The Library cannot assess the value of a donation. Appraisals of items for tax deduction purposes must be secured independently by the donor.

All donations are considered outright and unconditional gifts to be used at the Library's discretion. A gift to the Library may not be reclaimed by the donor or their heirs.

All gifts to the Library may be used, sold, or disposed of in the best interest of the Library. Acceptance of a gift is not a commitment that the Library will permanently retain the donated item.

## Copyright Interests

I represent and warrant that I control the copyright in some or all of the donated materials. (Please indicate the materials for which you control the copyright and the nature of your copyright control, e.g., sole/joint owner, heir, literary executor, trustee, etc.).

- I do not control copyright in any of the donated materials.
- To the best of my knowledge, the copyright is controlled by:

**Name:** \_\_\_\_\_ **Telephone/Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

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## Copyright Conveyance

If you wish to transfer, convey, and assign any copyright which you control in the above named materials to Carroll College, please initial here: \_\_\_\_\_. Please indicate any limitations on the copyright transference, conveyance, and assignment below

**Limitations:** \_\_\_\_\_

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I represent and warrant that I am the sole owner of the materials described above and that I have the full right, power, and authority to give the materials to the College. I have received an Explanation of all terms and conditions of this Deed of Gift and agree to them. I acknowledge the information I have provided is accurate.

**Carroll College gratefully acknowledges receipt of this gift and agrees to the stipulations outlined above.**

**Carroll College Corette Library representative (signature):** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_