Deed of Gift

I, ________________________, hereby donate the materials described below to the Queens Borough Public Library (Queens Public Library)’s permanent collection and to be administered in accordance with the library’s established policies. I agree that this material may be made available for research and educational purposes on an unrestricted basis, including formats such as print, public programming, and the Internet, subject only to those restrictions which may be specified below. Furthermore, the Archives at Queens Public Library will have the material free of any restrictions on location, disposition or retention.

Copyright Conveyance: Please select ONE of the options below:

☐ I transfer, convey and assign to the Queens Public Library through the Archives Division any copyright that I possess in the donation, subject to the limitations, if any, stated below.

☐ I do not know who owns the copyright to the materials I am donating.

☐ I own the copyright to the materials I am donating and would like the materials to be freely accessible to researchers visiting the Archives at Queens Public Library, but would not like the materials published online or in print without my permission. Researchers may contact me by (circle one) email/phone at the following address/phone number: _________________________

☐ I agree to freely share my donation under the terms of a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License, available at the following site: https://creativecommons.org/licenses/by-nc-sa/4.0/legalcode, the terms of which I have read, reviewed, understood, and accept. This means that I retain the copyright, but that the public may freely copy, modify, and share these items for noncommercial purposes under the same terms, if they include the original source information.

☐ I agree to freely share my donation under the terms of a CC0 “No Rights Reserved” public domain license, waiving all copyright and related rights to my works to the fullest extent allowed by law.

Limitations / Restrictions: ____________________________________________________________
Archives at Queens Public Library
Deed of Gift (continued)

Description of Materials:

| Date: ___________________ (Month Day, Year) | Donor Name: __________________________ |
| Signature: __________________________ | Phone: __________________________ |
| E-mail: __________________________ | Mailing Address: __________________________ |

The Archives at Queens Public Library, hereby accepts the above donation under the conditions specified.

Date: _______________  Employee Signature: __________________________