

Deed of Gift Agreement

University Libraries
Northern Illinois University

I, [donor name], hereby give to the Special Collections Department of the Northern Illinois University Libraries hereinafter called the "Library," the following described property which was transferred to the Library on [date], and which consists of [description]

Description of Property:

Appraisal: I hereby agree that the determination of the appraisal value of the property is our responsibility. We understand that any collection that may exceed \$5000 in value is required by IRS regulations to have a professional appraisal, which must be completed by an independent appraiser, and may not be completed by Library staff.

Property Rights: Now, therefore, I convey and transfer to the Library the above described property irrevocable and subject to no conditions whatsoever, except as may be related to access as stipulated in this agreement.

Literary Rights: I hereby retain such literary rights as I may possess in this or any other property in the custody of the Library. Any copyrights so stated in the materials remain in force.

Access: This material shall be available for research to qualified scholars as determined by the Library without restrictions, unless specified in writing and attached hereto. At any time subsequent to transferal to the Library the Donor shall be permitted freely to examine any of the materials during the regular working hours of the Special Collections Department.

Duplication and Additions: Items in the collection may be duplicated for the purpose of loan to scholars, preservation, and for reference deposit at another depository. All duplicates will be subject to the identical terms promulgated in this agreement as will any additions made to the collection.

Disposition: The Library reserves the right to dispose of such portions of this property which Special Collections staff may deem lacking in permanent historical value after first offering these portions to the donor and/or their literary heirs.

In full accord with the provisions of this Deed of Gift we hereunto set our hand

Donors/Legal Agents Date

Rare Books and Special Collections Librarian Date

Dean, University Libraries for the Use of Northern Illinois University Date