



Local History Donation Form

The Library System welcomes donations for its Local History Collection but accepts them with the understanding that it has the right to handle or dispose of the donation in the best interest of the institution. Donated material may be added to the collection provided it meets the standards of selection (see "Section VIII" of the Local History Collection policy). Once donated the material becomes the property of the Madison County Library System and cannot be returned to the donor.

*Do you own copyrights to the materials being donated? Yes No

*If you own copyrights to the material, do you administer all rights to MCLS? Yes No

Do you wish to be acknowledged for the donation? Yes No

The material(s) I am donating is/are (check all that applies):

- | | |
|---|---|
| <input type="checkbox"/> Photograph | <input type="checkbox"/> Family History |
| <input type="checkbox"/> Newspaper Article | <input type="checkbox"/> Oral History |
| <input type="checkbox"/> Other (please specify) _____ | |

Comments/Notes (Memories, significance, etc., of material)

(Continue on back if necessary)

By signing, I indicate I have read and understand the above and answered the questions to be true to the best of my knowledge.

*Donor's signature: _____ Date: _____

Address: _____

Received by (staff member): _____

*Required, otherwise material(s) may not be added into the collection.