

# Deed of Gift



1 Library Plaza  
New Rochelle, NY 10801 Phone: (914) 632-7878

I, \_\_\_\_\_, hereby donate the materials described on this form to the Local History Collection of the New Rochelle Public Library. I certify and represent that I am the owner of these materials and now give and assign to the Library the legal title, property rights, and all other rights including but not limited to copyright that I possess in them, including the right to reproduce, publish and display the material.

The Library may dispose of any materials in accordance with the Library collection policy. The Donor will not be notified unless so requested. If the Donor has requested prior notification, the Donor will have two months from the date of notification to retrieve materials.

\_\_\_\_\_ I do not need to be notified before materials are disposed of.  
\_\_\_\_\_ I wish to have materials that are not kept returned to me.

Materials Donated:

I wish the donor of this gift to be acknowledged in your records as:

\_\_\_\_\_  
Signature of Donor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Library Representative

\_\_\_\_\_  
Date