



Donor Information

Full Name:

Phone:

Address:

Fax:

Email:

Item(s) Donated

Accession #	Title	Date	Extent	Description	Provenance

Copyright

Does the Donor hold any copyright for the Item(s)? Yes \_\_\_ No \_\_\_

Explanation:

Separations

Items not retained during the initial processing or future reappraisal by the Delaware Public Archives shall be (initial on the line next to A, B, or C):

\_\_\_ A. Discarded

\_\_\_ B. Returned to me

\_\_\_ C. Other (please describe): \_\_\_\_\_

Transfer of Ownership Gift

The Donor(s) warrant(s) that the Donor(s) is/are the legal, fully vested and rightful owner(s) of the Item(s) and is/are fully authorized to transfer the Item(s) to the Delaware Public Archives to foster and promote the preservation and use of historical documents and objects.

The Donor(s) hereby give(s), transfer(s), and confirm(s) to the Archives all of the above Item(s) in their entirety, without any restrictions, unencumbered, and with clean and clear title. No consideration for this gift is expected or required.

\_\_\_\_\_  
Donor (print name)

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Acceptance of Gift

Delaware Public Archives hereby accepts with thanks this generous gift, and formally takes possession, title, and ownership of the Item(s).

\_\_\_\_\_  
Delaware Public Archives Representative / Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director and State Archivist

\_\_\_\_\_  
Date

This Gift is effective upon the most recent date of signature and only when signed by both parties .