



**Deed of Gifts of Organizational Records  
to the  
University Archives  
University of Missouri-Columbia Archives**

1. Subject to the terms and conditions hereinafter set forth, I, \_\_\_\_\_  
[name, title], on behalf of \_\_\_\_\_ [organization name] (hereinafter  
referred to as the Donor) hereby give, donate, and convey to The Curators of the University of Missouri  
(hereinafter referred to as the University), for inclusion in the University Archives of the University of  
Missouri-Columbia (hereinafter referred to as the University Archives), the records and other historical  
materials (hereinafter referred to as the Records(s)) which are described in Appendix A, attached hereto.
2. Title to the Records will pass to the University upon delivery to the University Archives.
3. The Donor hereby gives and assigns to the University all rights of copyright which the Donor has in  
(a) the Records and in (b) such of its works as may be found among any collections of papers or records  
received by the University from other sources, with the exception that the Donor Organization retains  
copyright it may hold to its own publications.
4. The University Archives may grant access to the Records in accordance with its policies.
5. The University Archives may dispose of the Records determined not appropriate or necessary for the  
holdings of the repository. If in the opinion of the University Archives the Materials should be  
preserved in a different physical form, such as microfilm or digital media, the University Archives may  
perform the necessary processes and operations.
6. In the event that the Donor may from time to time hereafter give, donate, and convey to the  
University, for inclusion in the University Archives, additional records and other historical materials,  
title to such additional records and other historical material shall pass to the University upon their  
delivery, and all of the provisions of this instrument of gift shall be applicable to such additional records  
and materials. A description of the additional records and other historical materials so donated and  
delivered shall be prepared and attached hereto as Appendix B, *et seq.*

Signed: \_\_\_\_\_, Date: \_\_\_\_\_  
**Donor**

The foregoing gift of organizational records and other historical materials of the Donor is accepted on  
behalf of The Curators of the University of Missouri subject to the terms and conditions heretofore set  
forth.

**THE CURATORS OF THE UNIVERSITY OF MISSOURI**

Signed: \_\_\_\_\_, Date: \_\_\_\_\_  
**University Archivist or Designee**

### **Appendix A**

Attached to and forming part of the instrument of gift of papers and other historical Materials, executed by \_\_\_\_\_ (Donor) on \_\_\_\_\_ (date) and accepted by the University on \_\_\_\_\_ (date).

### **Appendix B**

The following additional papers and other historical Materials are donated to and accepted by the University pursuant to the instrument of gift executed by \_\_\_\_\_ (Donor) on \_\_\_\_\_ (date).

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