



# Rossland Historical Museum & Archives Association

## Digital Material Agreement

Date: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

List and Description of digital material: *please describe digital material, including history and significance of material(s); when and how it was acquired; and any other relevant information. Please use an additional form if necessary.*

I agree that the information provided may be used for public and presentational purposes

I, the undersigned am the legal and rightful owner of digital material offered for donation to Rossland Historical Museum & Archives Association (RHMAA). RHMAA shall hereafter have and retain exclusive and absolute ownership of the digital material. Copyright is transferred to RHMAA and moral rights to the material are waived. I am offering the articles to the Association without reservation, to be used for public benefit in accordance with the programs and policies of the Association, without further reference to me. I have read the agreement and understand the terms of my donation, and I declare that the information given on this form is true to the best of my knowledge.

**Recognition of Donation** - I would like my name displayed when the donation is displayed or added to a public medium (i.e. social media or online databases).

Yes

No

Donor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

RMDC Representative: \_\_\_\_\_

Date \_\_\_\_\_

**Office Use Only:**

Temporary Deposit #:	Accession #:
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**Please complete the following questionnaire regarding important information that will aid us in providing context and history of the digital materials you are donating.**

1. File size, resolution, and format(s) of donation \_\_\_\_\_

2. Owner (if known)? \_\_\_\_\_

3. Date Range (if known)? \_\_\_\_\_

4. Historical/biographical details, background information or stories associated with material or people?

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5. Are you retaining the original?  Yes  No

**For Digital Photographs Only**

1. Photographer (if known): \_\_\_\_\_

2. Locations in photos (if known): \_\_\_\_\_

3. People in photographs (if known): \_\_\_\_\_

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