



MELBOURNE
GIRLS GRAMMAR
AN ANGLICAN SCHOOL

MELBOURNE GIRLS GRAMMAR ARCHIVES DEED OF GIFT

- I. I acknowledge that I have read and understood the terms and conditions of donation and declare that I donate the item(s) described below ("Gifts") to the School subject to these terms and conditions but otherwise unconditionally.

Please select one:

I certify that I am the legal owner of the Gifts and that the Gifts are not subject to any charges or liens or claims.

I certify that I am the legal agent for the owner and I have the power of attorney to donate the Gifts listed below and that the Gifts are not subject to any charges or liens or claims whatsoever.

Terms and conditions under which the donor gives the gifts to the school

1. Gifts donated to the School will become the exclusive and absolute property of the School and will be subject to, and administered by the School's policies.
2. Gifts donated to the School which are inappropriate to the School's collections under the School's Collections Policy will be disposed of by the School as it sees fit or returned to the Donor if so stated here.
3. If the Donor is the owner of the whole copyright that subsists in the Gifts, the Donor assigns the whole copyright in the Gifts to the School.
4. If the donor is not the owner please provide the name and address of the owner of the copyright to the School Officer.

List items to be donated ("Gifts")

Donor's name: _____

Telephone: _____

Address: _____

Email: _____

Donor Signature _____

Date: _____

For office use only

School Officer's Name: _____

Signature _____

Date: _____