



Oklahoma Historical Society

Founded May 27, 1893

Research Division

Oklahoma History Center • 800 Nazih Zuhdi Drive • Oklahoma City, OK 73105-7917
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GIFT AGREEMENT – TECHNICAL SERVICES

As established by State Statute in the Constitution of the Oklahoma Historical Society:

- A. We accept gifts of books, serials, and non-print materials to add titles, replace lost or worn materials, or fill in gaps in our collection.
- B. A list is requested for large gifts (over 1 cu. feet) before they are received and should accompany the materials.
- C. All donations are considered outright and unconditional gifts to be used at the discretion of the Oklahoma Historical Society. The library retains the right to add, exchange, or sell gifts at its discretion.
- D. All donations may be tax deductible; however, the Oklahoma Historical Society assumes no responsibility for evaluating donations. If an appraisal is needed, donor(s) must have it done prior to the donation.
- E. Because of the expense involved in housing, handling, maintaining, and exhibiting collections, loans cannot be accepted.
- F. All gifts are subject to the approval of the Board of Directors of the Oklahoma Historical Society upon recommendations of the Collections Committee of the professional staff.
- G. Donations are incorporated into regular collections and placed with other similar materials for browsing and easy access. We cannot provide special display cases or shelving areas.

I hereby acknowledge that I have read the collections policy. I hereby give, grant, and convey the following items to the Oklahoma Historical Society to be administered in accordance with its established policies. By signature of this gift agreement I convey to the Oklahoma Historical Society physical possession of the items donated. I hereby certify that I am the true, rightful and legal owner of the items listed herein and that none are subject to any liens whatsoever.

Donor: (print) _____ Donor's (signature): _____

Mailing Address: _____

City, State, Zip: _____ Date: _____

Telephone: _____ Email Address: _____

List items received:

INTERNAL USE ONLY

RECEIVED BY: _____

INVENTORY INCLUDED: YES ___ NO ___

GIFT AGREEMENT SIGNED: YES ___ NO ___