

**Salida Regional Library  
Local History Archive**  
405 E Street, Salida, Colorado 81201, (719) 539-4826

**Deed of Gift**

(Please print and bring with materials being donated.)

I hereby donate the historical materials described on this form to the Salida Regional Library's Local History Archive. I am the owner of these materials and now give and assign to the Library legal title, property rights, and all rights of copyright that I have in them, including the rights to reproduce, publish and display the materials.

The Library may dispose of any materials that the Local History Archive librarians or the director of the library determine do not fit the collection policy- ([click here to review collection policy](#)). Donor will not be notified unless so requested, and will have two months from the date of notification to retrieve materials.

I do not need to be notified before materials are disposed of.

I wish to have materials that are not kept returned to me.

Name of Donor:

On behalf of:

Signature of donor:

Address:

Telephone Number:

Date:

For library staff only

Signature of receiver

The following materials were donated:

Items not retained:

Donor notified to pick up items not retained on (date):  
by letter or spoke personally by telephone (circle one).